



FY 2016/17

Annual Action Plan

A Component of the

2015-2019 Consolidated Plan



A RESOLUTION

APPROVING THE FY 2016/17 ANNUAL ACTION PLAN
(Neighborhood Services Department)

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHAMPAIGN,
ILLINOIS, as follows:

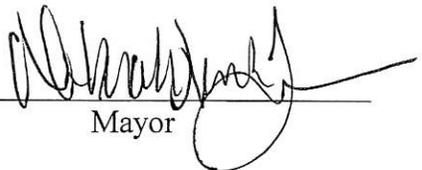
Section 1. That the FY 2016/17 Annual Action Plan, is hereby approved and adopted in substantially the same form as attached hereto.

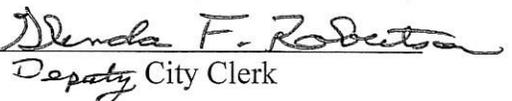
Section 2. That the City Manager is authorized to execute the necessary documents to receive Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds.

Section 3. That the City Clerk is hereby directed to transmit a copy of this Resolution to the Neighborhood Programs Manager in the Neighborhood Services Department; and that the City Manager is hereby directed to transmit a copy of this Resolution and FY 2016/17 Annual Action Plan to the U.S. Department of Housing and Urban Development offices.

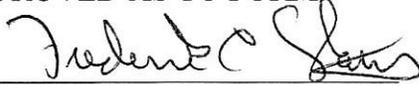
COUNCIL BILL NO. 2016- 072

PASSED: May 3, 2016

APPROVED: 
Mayor

ATTEST: 
Deputy City Clerk

APPROVED AS TO FORM:


City Attorney

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	*If Revision, select appropriate letter(s): * Other (Specify)
*3. Date Received:		4. Application Identifier: 171218
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:
State Use Only:		
6. Date Received by State:		7. State Application Identifier:
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Champaign		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 37-6000471		*c. Organizational DUNS: 042230248
d. Address:		
*Street1: 102 N Neil St Street 2:		
*City: Champaign County: Champaign		
*State: IL Province:		
Country: USA		*Zip/ Postal Code: 61820
e. Organizational Unit:		
Department Name: Neighborhood Services Department		Division Name: Neighborhood Programs Division
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Middle Name: J		First Name: Kevin
*Last Name: Jackson Suffix:		
Title: Neighborhood Services Director		
Organizational Affiliation:		
*Telephone Number: 217-403-7070		Fax Number: 217-403-7090
*Email: kevin.jackson@ci.champaign.il.us		

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type: C. City or Township Government

Type of Applicant 2: Select Applicant Type:
- Select One -

Type of Applicant 3: Select Applicant Type:
- Select One -

*Other (specify):

*10. Name of Federal Agency:
US Dept. of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:
14-218

CFDA Title:
Community Development Block Grant

*12. Funding Opportunity Number: N/A - Entitlement Grant

*Title:

13. Competition Identification Number: N/A - Entitlement Grant

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):
City of Champaign, Champaign County, Illinois

*15. Descriptive Title of Applicant's Project:
Annual Action Plan 2016/17
Affordable Housing and Neighborhood Improvement Programs

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

*a. Applicant **Fifteenth**

*b. Program/Project: **Fifteenth**

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: **07/01/2016**

*b. End Date: **06/30/2017**

18. Estimated Funding (\$):

*a. Federal **\$643,164.00**

*b. Applicant

*c. State

*d. Local

*e. Other **\$1,494,758.00 (Section 108 - FY2016/17)**

*f. Program Income **\$21,800.00**

*g. TOTAL **\$2,159,722.00**

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372

*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

Yes No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

**I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: *First Name: **Dorothy**

Middle Name: **Ann**

*Last Name: **David**

Suffix:

*Title: **City Manager**

*Telephone Number: **217-403-8710**

Fax Number: **217-403-7090**

*Email: **dorothy.david@ci.champaign.il.us**

*Signature of Authorized Representative: 

Date Signed: **April 28, 2016**

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

N/A

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Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The Annual Action Plan is a document mandated by the U.S. Department of Housing and Urban Development (HUD) that outlines local affordable housing and community development needs and identifies strategies for addressing them. The plan identifies activities that the City expects to undertake through direct action or through the provision of funding to other entities. In addition to outlining housing and community development strategies, the Annual Action Plan includes the City's application for the federal grants received from HUD. These grants, the Community Development Block Grant (CDBG) and the HOME Investment Partnership, fund the majority of the affordable housing and neighborhood improvement programs provided by the City. The City of Champaign receives CDBG funding directly from HUD and HOME funding through the Urbana HOME Consortium.

These HUD-funded housing and community development programs have a broad national goal to "develop viable urban communities by providing decent affordable housing and suitable living environment and by expanding economic opportunities, principally for low- and moderate-income persons." The City also receives local funding and may seek funding through other sources, such as the Federal Home Loan Bank and private foundations, to carry out some of the strategies included in the plan.



City of Champaign Target Neighborhoods

City of Champaign Target Neighborhoods

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City of Champaign’s housing and homelessness strategic plan includes the following major goals and objectives, as indicated by the Consolidated Plan needs analysis:

- Preserve the City’s housing infrastructure as a valuable community asset through the upkeep and rehab of both owner and renter occupied structures.
- Eliminate blighted conditions in the City’s neighborhoods through enhanced code enforcement, owner education, and blight removal activities.
- Provide decent, affordable housing for low- and moderate-income households by expanding affordable rental housing options, providing homebuyer incentives, encouraging the construction of affordable units, and ensuring that all households have equal access to affordable housing.

- Preserve the character, value, and marketability of the City’s older neighborhoods through the implementation of neighborhood redevelopment plans, creation of Neighborhood Wellness strategies, and designation of historic structures and neighborhoods.
- Continue to support implementation of strategies included in the local Continuum of Care’s *Ten-Year Plan to End Chronic Homelessness*.
- Increase the supply of affordable housing and housing with supportive services for special needs populations, such as the elderly, physically and developmentally disabled, persons with HIV/AIDS, and persons with drug and alcohol dependencies.
- Support efforts to reduce the exposure of young children to lead-based paint hazards through public education, childhood lead testing, and removal of lead-paint hazards in residential units.

The City of Champaign’s five-year Consolidated Plan includes the following goals and objectives for addressing non-housing needs:

- Assist in the development of public facilities to address identified community needs, particularly those located in targeted neighborhoods that provide services to low-income residents and neighborhoods.
- Maintain a suitable living environment by improving infrastructure systems in accordance with the priorities identified in the Neighborhood Wellness Plan.
- Promote the growth of a balanced, diversified local economy that builds upon the assets of the community while creating jobs and economic opportunity for its residents.
- Promote economic development initiatives targeted to low- and moderate-income residents and invest in the economic development of distressed neighborhoods. (Anti-poverty strategy)
- Support the provision of public services to address identified community needs, particularly those that provide services for low- and moderate-income persons and persons with special needs.
- Support programs and activities that improve the earning potential of low-income persons, promote self-sufficiency, and encourage the development of personal financial stability.
- Encourage the involvement of residents in carrying out Consolidated Plan strategies.

In year two of the consolidated plan, the City of Champaign plans to continue the Consolidated Plan goals with particular emphasis on completing phase 1 of the Bristol Place Redevelopment Project.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City’s past performance assessment from HUD states the City has continuing capacity to administer Consolidated Plan-covered programs.

Current housing and community development goals and strategies will continue as part of the five-year Consolidated Plan. The goals related to affordable housing, targeted neighborhood improvements, public services for at-risk youth, and increasing economic development opportunity for low- to moderate-income citizens will continue due the demand continuing to be present.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

In the preparation of the Annual Action Plan, the City solicited input on the FY 2016/17 Annual Action Plan from local service providers, lenders, and neighborhood groups. The 30-day public comment period for the draft FY 2016/17 Annual Action Plan was advertised in the News Gazette and on CGTV with the document available for viewing on the City's website, at the City Building, the Champaign Public Main Library and the Douglass Branch Library. Public hearings were conducted at the Neighborhood Services Advisory Board meeting on September 9, 2015, and at City Council on April 5, 2016.

Community input received was favorable for existing programs. The Annual Action Plan public comment period ran concurrently with public comment on the newly created locally funded programs. In several instances, comments from the public were incorporated into the newly developed programs where changes in the federal program regulations are not allowed. In vetting new program regulations, neighborhood groups asked for additional inclusions in the list of eligible activities, thus tree/limb removal, yard lighting, and sheds, were added as eligible activities to the Residential Exterior Rehabilitation program. Another neighborhood group noted that the asset limit in federal programs offered limits participation. The new programs are written to no longer include an asset limit.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The City presented 2016/2017 Annual Action Plan programs to the Beardsley Park Neighborhood and United Garden Hills Neighborhood associations on three occasions in the development of this plan. Additionally, staff conducted a mailed survey to past program participants that garnered 54 responses.

Public hearings were conducted at the Neighborhood Services Advisory Board meeting on September 9, 2015, and at City Council on April 5, 2016. Interested citizens from the public meetings volunteered for three in-person and four telephone interviews.

No written comment was received during the 30-day public comment period. Public input received during neighborhood and stakeholder meetings were supportive of programs for low income homeowners, seniors, and also for youth. There has been a request for additional down payment

assistance for homebuyers. There is no program in the plan that provides down payment assistance (only) for homebuyers. The City ceded half of its 2016 state private activity bond volume cap to the Illinois Assist Program to provide down payment assistance for eligible homebuyers in Illinois. Additionally down payment assistance is provided through local lenders that participate in the Federal Home Loan Bank's (FHLB) Down Payment Plus Program. The Neighborhood Services Department will continue to partner with local lenders and the Urbana HOME Consortium to identify additional program or sources of funds for down payment assistance.

6. Summary of comments or views not accepted and the reasons for not accepting them

There were no written comment recieved in response the the FY 2016-2017 Annual Action Plan.

7. Summary

The City's Consolidated Plan will serve as a guide for the next five years as the City of Champaign prioritizes its efforts and resources to help achieve the shared goals of HUD and the community: to provide decent housing, a suitable living environment and expanded economic opportunity. The Annual Action Plan reflects the coordinated efforts of the citizens, stakeholders, partner agencies and City of Champaign to achieve the goals in the Consolidated Plan.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	CHAMPAIGN	Neighborhood Services Dept./Neighborhood Programs

Table 1 – Responsible Agencies

Narrative

The City of Champaign is a direct entitlement community for the CDBG program. The City of Urbana serves as the lead entity for the Urbana HOME Consortium and Champaign receives its HOME funds as a sub-recipient from Urbana. The housing needs assessment, market analysis and strategic plan will be submitted on behalf of the City as a component of the Urbana HOME Consortium's Consolidated Plan.

Consolidated Plan Public Contact Information

Kerri Spear, Neighborhood Programs Manager

Janel Gomez, Community Development Specialist

Janel.gomez@ci.champaign.il.us

Phone (217) 403.7070

City of Champaign website: www.ci.champaign.il.us

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Champaign, as a member of the Urbana HOME Consortium, sought input from several local agencies, key stakeholders and the general public to inform the goals, strategies and activities of this Consolidated Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City of Champaign serves on the Continuum of Care (CoC), the Council of Service Providers to the Homeless (CSPH) and the Community Reinvestment Group (CRG). The City of Champaign staff regularly attends the monthly Housing Authority of Champaign County Board of Commissioners meetings to stay abreast of key issues and also meets quarterly with the executive management team and Champaign-appointed Board of Commissioners to discuss housing issues and solutions for the City of Champaign.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The local CoC is comprised of social service agencies serving the homeless, including but not limited to: the Veterans Administration servicing local homeless or at risk of becoming homeless veterans, Salvation Army serving homeless families, single men and veterans, Roundhouse shelter for youth, TIMES Center shelter for homeless men, Courage Connection shelter for homeless women and children, Regional Planning Commission serving homeless families and singles, CU at Home serving chronically homeless, the Canteen Run serving chronically homeless and those at risk of being homeless, the Greater Community AIDS Project, the local Mental Health Board funding mental health programs, Community Elements serving the mental health needs of the community, Homestead Corporation providing an SRO and the Cities of Champaign-Urbana.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The ESG funding flows from HUD to the State of Illinois and to Champaign County. The Champaign County Continuum of Care (CoC) prioritizes the local needs for shelter and homeless services, including rapid rehousing and homeless prevention. Agencies submit their requests and the Executive Committee

reviews and makes a recommendation for the full CoC to consider and within the guidelines set forth by HUD and the State of Illinois.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Housing Authority of Champaign County
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Champaign meets quarterly to discuss identified needs, potential collaborations and upcoming plans. In addition, the city staff frequently attends the Board of Commissioners (Housing Authority of Champaign County) regular monthly meetings to stay informed of affordable housing issues in the community.
2	Agency/Group/Organization	Community Reinvestment Group
	Agency/Group/Organization Type	Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Urbana HOME Consortium is a member of the Community Reinvestment Group (CRG). The CRG meets monthly to discuss affordable housing needs, opportunities for collaboration and education/outreach. The draft FY16/17 Annual Action Plan was presented to the group in February 2016. Lenders are in support of existing programs and continue to seek public private partnerships and other alternative methods to continue funding homeownership programs. Finally, continuing negative data trends for African Americans seeking housing finance (both the 2007 and 2014 AI) points to a possible testing program to determine if discriminatory practices may be a cause for this disparity. (Note: A local credit union member (Community Plus Federal Credit Union) is also a designated CDFI).

Identify any Agency Types not consulted and provide rationale for not consulting

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Regional Planning Commission	The City of Champaign currently serves on the Continuum of Care and led the CoC's first Monitoring Subcommittee. The City of Champaign also serves on the Emergency Shelter for Families Steering Committee (United Way of Champaign County and Housing Authority of Champaign County partnership). The City participates in the planning and oversight to ensure needed services are available in our community and furthers the City's goal of affordable housing for all residents.

Table 3 - Other local / regional / federal planning efforts

Narrative

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of Champaign undertook various measures to ensure that the public was offered every opportunity to express concerns for the community development and affordable housing needs in the area. Two public hearings were held, the AAP was presented at four neighborhood group meetings, the draft manual was discussed at two Neighborhood Services Advisory Board Meetings and at two City Council Study Sessions.

Verbal comments received impacted goal-setting in a variety of ways. Areas of concern expressed by the community encompassed broad needs in the city, including programs for youth and homeowners, provided meaningful input in establishing goal for this plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Standing Neighborhood Group Meeting	Neighborhood Group	Meeting was attended by 10 Beardsley Park Neighbors.	Neighbors would like to see programs for youth in their Neighborhood and continued assistance for homeowners. Neighbors are concerned the structure of the funding mechanism (loans) prohibit some people from participating in homeowner programs.		
2	Public Hearing	Non-targeted/broad community	No members of public attended.	No comments received		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Standing Neighborhood Group Meeting	Neighborhood Group	25 members of the United Garden Hills Neighborhood Association attended a presentation of the Annual Action Plan goals and proposed programs.	Neighbors praised the Minor and Senior Minor Home Repair program and the code compliance efforts in their neighborhood. Neighbors would like to see continued funding to home repair and rehabilitation programs.		
4	Public Meeting	Non-targeted/broad community	1 member of public attend this meeting, no comments were received.	no comments received.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Meeting	Neighborhood Group	5 members of the Beardsley Park Neighborhood reviewed the Draft Annual Action Plan.	Neighbors are in support of existing homeowner programs and would like to see continued efforts to provide down-payment assistance to new homebuyers.		
6	Public Meeting	Non-targeted/broad community	15 members of the public attended the City Council Study Session on the Draft Annual Action Plan.	No comments were recieved.		
7	Newspaper Ad	Non-targeted/broad community	Public Comment period Open from 3/9/2016 until 4/8/2016	no comment received.		
8	Internet Outreach	Non-targeted/broad community	Public comment period open from 3/9/2016 until 4/8/216	no comment received.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
9	Public Meeting	Non-targeted/broad community	No public members attended the Neighborhood Services Advisory Board meeting in which the Draft Annual Action Plan was discussed.	no public comments received.		
10	Public Meeting	Neighborhood Group	25 members of the United Garden Hills Neighborhood Association attended a presentation on the Draft Annual Action Plan	Neighbors are in favor of continued funding of the Community Matters program for youth in their community.		
11	Public Hearing	Non-targeted/broad community	Presentation of the Draft Annual Action Plan at City Council. 2 members of the public attended.	No public comment recieved.		

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.420(b), 91.220(c) (1, 2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	643,164	0	115,235	758,399	2,666,392	Program Income repaid from home rehab loans will be applied to projects as received, thereby freeing up CDBG budgeted funds for said project to be reprogrammed either through an minor amendment or the following year (Prior Year Resources)

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Section 108	public - federal	Acquisition Housing Other	1,494,758	0	0	1,494,758	2,029,242	The Section 108 loan of \$3,524,000 was approved in 2014 for the purpose of carrying out the Phase I activities (acquisition, relocation and clearance) in Bristol Place for the Phase II (redevelopment) of affordable housing, community center/fire substation and park space.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City will use the federal Community Development Block Grant (CDBG) entitlement grant, the Urbana HOME Consortium HOME Investment Partnership Program (HOME) subrecipient grant, local utility tax funds and urban development action grant loan repayment funds to complete the various projects identified in the Consolidated Plan. The City will also utilize the approved Section 108 loan proceeds to complete the Bristol Place Phase I redevelopment (acquisition, relocation and demolition).

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City is acquiring property for the Bristol Place redevelopment and will work, in partnership with the local Housing Authority of Champaign County, to select a developer early in this Consolidated Plan process to complete Phase II: redevelopment of affordable and market rate housing.

Discussion

The City's efforts to revitalize Bristol Place require a substantial public investment from federal funds (Housing Authority, Section 108, CDBG and HOME) and local dollars (local utility tax revenue). The Phase I activities of Bristol Place (acquisition, relocation and demolition) will then lead towards the Phase II redevelopment of new housing options (rental, homeownership) that will serve a variety of price points, including affordable units for both tenants and homeowners. Phase I is estimated to be completed in 2017 and Phase II in 2019.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide decent affordable housing for low/mod	2015	2019	Affordable Housing	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area	Affordable Housing	CDBG: \$460,160 Section 108: \$743,424	Rental units rehabilitated: 2 Household Housing Unit Homeowner Housing Rehabilitated: 32 Household Housing Unit Other: 20 Other
2	Public services to address community needs	2015	2019	Non-Housing Community Development	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area	Public Services	CDBG: \$96,475 Section 108: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 175 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Eliminate blighting conditions in neighborhoods	2015	2019	Non-Housing Community Development	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area	Eliminate Slum/Blight	CDBG: \$50,000 Section 108: \$751,334	Buildings Demolished: 30 Buildings Housing Code Enforcement/Foreclosed Property Care: 200 Household Housing Unit
4	Planning and Administration	2015	2019	Planning and Admin	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area	Homelessness Affordable Housing Public Services Eliminate Slum/Blight Public Facilities and Public Infrastructure Economic Development	CDBG: \$128,633 Section 108: \$0	Other: 1 Other

Table 6 - Goals Summary

Goal Descriptions

1	Goal Name	Provide decent affordable housing for low/mod
	Goal Description	To acquire and/or rehabilitate housing for low- to moderate-income households in Champaign.
2	Goal Name	Public services to address community needs
	Goal Description	The goal is to provide suitable educational, recreational and vocational training/opportunities to youth between the ages of 5-18. For younger youth (5-12), this may allow a parent(s) to work during the day while the children are at a safe summer day camp. For other youth, year-round activities should improve attendance and GPA for youth participating in a variety of programs. Public service activities are carried out by the CommUnity Matters partners: Unit 4 School District, Champaign Park District, LifeLine Champaign, Inc, and Don Moyer Boys & Girls Club. These agencies provide services to at-risk youth living in the targeted neighborhoods (Beardsley Park, Bristol Park, Garden Hills) and other low-income neighborhoods: Douglass Park, Garden Lane
3	Goal Name	Eliminate blighting conditions in neighborhoods
	Goal Description	Code Enforcement in Beardsley Park, Bristol Park and Garden Hills neighborhoods Accessory Structure Demolition (ASD: dilapidated sheds, fences, detached garages, etc) citywide Demolition in Bristol Place after property acquisition and in preparation of the Bristol Place redevelopment
4	Goal Name	Planning and Administration
	Goal Description	Activities to carry out the planning and administration of the federal grants.

Table 7 – Goal Descriptions

AP-35 Projects - 91.420, 91.220(d)

Introduction

Projects for FY 2016-17

#	Project Name
1	16/17 Code Enforcement - Garden Hills
2	16/17 Code Enforcement - Bristol Park
3	16/17 Code Enforcement - Beardsley Park
4	16/17 CommUnity Matters
5	16/17 Minor Home Repair Program
6	16/17 Home Accessibility Retrofit Program (HARP)
7	16/17 Bristol Place Phase I Redevelopment
8	16/17 Project Delivery
9	16/17 Disposition
10	16/17 Admin/Program Management
11	16/17 Senior Home Repair
12	16/17 Expenses Tied to Rehab
13	16/17 Lead-Based Paint
14	16/17 Relocation
15	16/17 Accessory Structure Demolition

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City of Champaign is working to address housing and quality of life issues in neighborhoods, particularly low-income areas of the City and neighborhoods with action plans or neighborhood plans.

Resources are targeted to these areas first and then other services are available for emergency, accessibility and youth programming as available.

AP-38 Project Summary

Project Summary Information

1	Project Name	16/17 Code Enforcement - Garden Hills
	Target Area	Garden Hills United Neighborhood Association Action Plan
	Goals Supported	Eliminate blighting conditions in neighborhoods
	Needs Addressed	Eliminate Slum/Blight
	Funding	CDBG: \$22,456
	Description	Provide code enforcement in the targeted Garden Hills neighborhood.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Code enforcement activities, including inspections for nuisance and housing code violations in the Garden Hills neighborhood and in conjunction with the neighborhood action plan.
2	Project Name	16/17 Code Enforcement - Bristol Park
	Target Area	Bristol Park Neighborhood Plan area
	Goals Supported	Eliminate blighting conditions in neighborhoods
	Needs Addressed	Eliminate Slum/Blight
	Funding	CDBG: \$12,866

	Description	Provide code enforcement in the targeted Bristol Place neighborhood.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Code enforcement activities, including inspections for nuisance and housing code violations in the Bristol Park neighborhood, including Garwood Area Addition, Shadow Wood and Bristol Place (currently undergoing redevelopment) and in accordance with the Bristol Park Neighborhood Plan.
3	Project Name	16/17 Code Enforcement - Beardsley Park
	Target Area	Beardsley Park Neighborhood Improvement Plan Area
	Goals Supported	Eliminate blighting conditions in neighborhoods
	Needs Addressed	Eliminate Slum/Blight
	Funding	CDBG: \$4,678
	Description	Code Enforcement in the targeted Beardsley Park Neighborhood
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Code enforcement activities, including inspections for nuisance and housing code violations in the Garden Hills neighborhood and in conjunction with the neighborhood action plan.

4	Project Name	16/17 CommUnity Matters
	Target Area	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area
	Goals Supported	Public services to address community needs
	Needs Addressed	Public Services
	Funding	CDBG: \$96,475
	Description	Provision of youth programming to low- to moderate-income youth from primarily targeted neighborhoods (Beardsley Park, Bristol Park, Douglass Park, Garden Lane and Garden Hills).
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 175 low-to moderate income households will benefit from the proposed CommUnity Matters program that includes activities from four partner agencies: Champaign Park District, Unit 4 School District, Don Moyer Boys and Girls Club and Lifeline Champaign Inc. These agencies offer a variety of youth-focused programs for families living in the City's targeted neighborhoods.
	Location Description	Sites vary but program participants are prioritized from the City's targeted neighborhoods: Beardsley Park, Bristol Park and Garden Hills
	Planned Activities	Unit 4 Schools Operation Hope, Champaign Park District Summer Day Camp and Special Events, Don Moyer Boys and Girls Club Teen Night, Life Line Champaign Inc Summer Day Camp
5	Project Name	16/17 Minor Home Repair Program
	Target Area	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area
	Goals Supported	Provide decent affordable housing for low/mod
	Needs Addressed	Affordable Housing

	Funding	CDBG: \$99,871
	Description	Repair of life-safety, structural or severe code deficiencies that may prevent the household from remaining in the housing unit.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates 20-25 low- to moderate-income, owner-occupied households will be assisted during this fiscal year.
	Location Description	To be determined
	Planned Activities	Providing minor home assistance to owner-occupied homes (at or below 80% MFI); this may include repairing actively leaking roofs, inoperable HVAC or water heaters, structural issues, etc.
6	Project Name	16/17 Home Accessibility Retrofit Program (HARP)
	Target Area	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area
	Goals Supported	Provide decent affordable housing for low/mod
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$30,160
	Description	Addressing accessibility concerns for the household so that all residents and visiting family members can access the home appropriately.
	Target Date	6/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates serving 6-8 low-to moderate-income households during this fiscal year. The households can be either rental or owner-occupied with the intent to help people stay in place.
	Location Description	To be determined
	Planned Activities	Providing home accessibility to owner-occupied or rental units for households $\leq 80\%$ MFI; including but not limited to grab bars, widened doorways, raised commodes, and/or roll-in shower/seated bath for persons with limited mobility; contrasting paint for persons with visual impairment; flashing doorbells, smoke detectors and/or carbon monoxide detectors for persons with hearing impairment.
7	Project Name	16/17 Bristol Place Phase I Redevelopment
	Target Area	Bristol Park Neighborhood Plan area
	Goals Supported	Provide decent affordable housing for low/mod Eliminate blighting conditions in neighborhoods
	Needs Addressed	Affordable Housing Eliminate Slum/Blight
	Funding	CDBG: \$75,000 Section 108: \$1,494,758
	Description	Acquisition, Relocation and Demolition of Bristol Place properties
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Up to 32 households in the Bristol Place neighborhood
	Location Description	All addresses displaced will be in Bristol Place (Champaign, IL) and relocation housing will be determined by the household at the time of displacement.

	Planned Activities	acquisition, relocation and demolition of properties, including blighted properties, to complete Phase I in order to begin Phase II, which is the construction of primarily affordable housing with some market rate housing
8	Project Name	16/17 Project Delivery
	Target Area	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area
	Goals Supported	Provide decent affordable housing for low/mod
	Needs Addressed	Affordable Housing Eliminate Slum/Blight Public Services
	Funding	CDBG: \$348,260
	Description	Costs associated with carrying out the work of the Consolidated Plan activities.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	These costs are associated with carrying out the Consolidated Plan/Annual Action Plan activities.
	Location Description	n/a
	Planned Activities	Delivery of services may include: rehabilitation of existing housing units; provision of acquisition, relocation and demolition in preparation of the Bristol Place redevelopment
9	Project Name	16/17 Disposition
	Target Area	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area

	Goals Supported	Provide decent affordable housing for low/mod Eliminate blighting conditions in neighborhoods
	Needs Addressed	Affordable Housing Eliminate Slum/Blight
	Funding	CDBG: \$2,000
	Description	Costs Associated with the disposition of city-owned properties.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	Likely within the Bristol Place neighborhood; can be properties the City owns outside of Bristol Place but the end use of the property is CDBG-eligible (i.e. removal of slum/blight).
	Planned Activities	Carrying out disposition, including but not limited to attorney's fees (for the end user), title search and/or commitment, appraisal costs, real estate transfer costs, etc.
10	Project Name	16/17 Admin/Program Management
	Target Area	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area
	Goals Supported	Provide decent affordable housing for low/mod Eliminate blighting conditions in neighborhoods Public services to address community needs Planning and Administration

	Needs Addressed	Homelessness Affordable Housing Eliminate Slum/Blight Public Services Public Facilities and Public Infrastructure Economic Development
	Funding	CDBG: \$128,633
	Description	Salaries and related costs, other administrative expenses.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	102 North Neil Street (Champaign City Building)
	Planned Activities	Planning and Administration activities will be carried out by the grantee.
11	Project Name	16/17 Senior Home Repair
	Target Area	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area
	Goals Supported	Provide decent affordable housing for low/mod
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$30,000
	Description	Provides minor home repair assistance to elderly and/or disabled households to allow owner-occupants to remain in independent living situations for as long as possible.

	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates 15-20 households will be served through this program administered by the Champaign County Regional Planning Commission.
	Location Description	All households served will be within the Champaign city limits; addresses yet to be determined.
	Planned Activities	Minor home repairs are made for seniors and/or persons with disabilities in order to allow them to stay in their home.
12	Project Name	16/17 Expenses Tied to Rehab
	Target Area	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area
	Goals Supported	Provide decent affordable housing for low/mod
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$9,000
	Description	Cost of Rehab Programs: title work, appraisals, credit reports, recording fees, etc.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The beneficiaries are counted within the other home rehabilitation programs (i.e. Minor Home Repair, Home Accessibility Retrofit, etc).
	Location Description	To be determined when rehabilitation assistance is requested during the fiscal year.
	Planned Activities	Housing repair (minor home repair for owner-occupied households, accessibility for owner-occupied or rental)

13	Project Name	16/17 Lead-Based Paint
	Target Area	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area
	Goals Supported	Provide decent affordable housing for low/mod
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$9,000
	Description	Equipment, supplies and testing expenses associated with the removal of lead-based paint hazards in residential units.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	These expenses are related to the other CDBG- and HOME-funded home rehabilitation activities.
	Location Description	To be determined.
	Planned Activities	Emergency, home accessibility or neighborhood revitalization activities that incur lead costs.
14	Project Name	16/17 Relocation
	Target Area	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area
	Goals Supported	Provide decent affordable housing for low/mod
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$4,000

	Description	Relocation assistance is provided to households that must relocate due to unsafe housing conditions. Much of the relocation assistance provided is on a temporary basis to protect a family from lead paint hazards during rehab work or lead paint hazard remediation.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates up to 19 families receiving housing rehabilitation may be temporarily displaced due to unsafe conditions (i.e. presence of lead, no running water, lack of heat). This is determined at the time of application/rehabilitation.
	Location Description	To be determined.
	Planned Activities	Relocation as needed when rehabilitation work requires families to be temporarily displaced.
15	Project Name	16/17 Accessory Structure Demolition
	Target Area	Bristol Park Neighborhood Plan area Garden Hills United Neighborhood Association Action Plan Beardsley Park Neighborhood Improvement Plan Area
	Goals Supported	Eliminate blighting conditions in neighborhoods
	Needs Addressed	Eliminate Slum/Blight
	Funding	CDBG: \$10,000
	Description	Eliminate blighted garages, sheds and fences from low-income, owner occupied properties.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The City estimates up to 4 low- to moderate-income, owner-occupied households may be served during this fiscal year.
	Location Description	To be determined.

	Planned Activities	Removal of dilapidated fences, sheds, decks and/or detached garages.
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AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Beardsley Park

Bristol Park, particularly Bristol Place redevelopment

Garden Hills

Geographic Distribution

Target Area	Percentage of Funds
Bristol Park Neighborhood Plan area	75
Garden Hills United Neighborhood Association Action Plan	20
Beardsley Park Neighborhood Improvement Plan Area	5

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The limited resources but concentrated neighborhood wellness challenges led to the creation of targeted neighborhoods. Public safety, housing and land use are some of the areas that are highlighted in the Beardsley Park Neighborhood Improvement Plan, the Bristol Park Neighborhood Plan and the Garden Hills neighborhood action plan. The City realizes impact occurs when investment leads to change in housing conditions, property values, crime statistics and resident satisfaction. By leading the example of this impact in targeted areas that have some of the greatest challenges, the City will work to improve the quality of life for all residents.

Discussion

The Bristol Park area receives a substantial portion of the federal funding due to the Bristol Place redevelopment project (Phase I - acquisition, relocation and clearance) that is currently underway and projected to be completed in 2019.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

The previous lack of landlord participation in the rental rehabilitation program will be addressed during FY 2016/17 in two ways: a pilot rental rehabilitation program with non-federal funding (private activity bond allocation) is being explored and neighborhood action planning in the Garden Hills neighborhood is leading to landlord and resident discussions on how to address challenging housing and neighborhood conditions.

Actions planned to foster and maintain affordable housing

The City's Bristol Place redevelopment is underway at the time of this Consolidated Plan period and is anticipated to be completed near the end of this Consolidated Plan period (2019). This project will not only remove blighted, frequently unaffordable housing, but will also double the number of housing units with the new development that will meet the local housing code and provide a variety of affordability/price points.

The City's Bristol Place redevelopment is underway at the time of this Consolidated Plan period and is anticipated to be completed near the end of this Consolidated Plan period (2019). This project will not only remove blighted, frequently unaffordable housing, but will also double the number of housing units with the new development that will meet the local housing code and provide a variety of affordability/price points.

In addition, as a member of the Urbana HOME Consortium, the City of Champaign will continue to commit HOME funds and seek additional resources to address the large gap in affordable rental units and subsidies.

Finally, the City is committed to continuing to offer resources, particularly in targeted neighborhoods

Actions planned to reduce lead-based paint hazards

The City will continue to attend educational workshops, collaborate with other units of local government and connect contractors with educational opportunities. The City will also continue to assess and monitor all rehabilitation sites.

Actions planned to reduce the number of poverty-level families

The City's case management (local , demolition procurement (local and federal funding) and maintenance of city-owned property (local funding) efforts in the Bristol Place redevelopment will serve as a model in ensuring access to services for families living in targeted (low income, high minority concentration, for example) areas.

Actions planned to develop institutional structure

Because many of the clients served through Champaign Neighborhood Services programs are also assisted by other social service agencies, the City maintains a good network of communication and referral with these other entities. Frequently, an individual who is receiving home retrofitting from the City of Champaign, for example, might also benefit from utility assistance or weatherization modifications to their home from the Champaign County Regional Planning Commission. Staff from the local partners frequently refer clients to one another in order to best meet the needs of the citizen or household.

Because the City of Champaign receives HOME funding through a consortium arrangement with the City of Urbana and Champaign County, staffs from these agencies will meet quarterly during this Consolidated Plan period to share information and keep informed about HOME related issues. Champaign staff also continues to host and participate in the monthly Community Reinvestment Group meetings to discuss how to increase low/moderate income home buying opportunities and how to reduce the barriers to homeownership, particularly for minority and lower income households. Finally, City staff continue to serve on the Council of Service Providers to the Homeless and the Continuum of Care in order to assess the homeless needs of Champaign County and collaborate on homeless programs.

Actions planned to enhance coordination between public and private housing and social service agencies

The City will continue to coordinate efforts with the other agencies that were involved in this document preparation process throughout the five-year duration of the plan. Staff members from the City of Champaign participate in committees that discuss issues related to non-profit agency funding, the homeless continuum of care, financial literacy, low/moderate income mortgage lending, basic needs (including health care) of the low-income population, and public housing. During the prior Consolidated Plan period, the City allocated local resources to help establish the Continuum of Care's centralized intake /coordinated assessment tool to help implement the required HEARTH Act. This will ensure "no wrong door" for persons experiencing homelessness or at risk of becoming homeless through information sharing amongst service providers as appropriate. In addition, improved data collection will assist not only the Continuum of Care but also the Urbana HOME Consortium members to prioritize programs and funding with the needs that frequently outpace available resources.

The City will continue to meet with the Housing Authority of Champaign County on a quarterly basis

(minimum) to discuss local housing needs, trends and opportunities. Due to the partnership on the Bristol Place redevelopment, it is anticipated the City and Housing Authority of Champaign County may meet more frequently during this Consolidated Plan period.

Discussion

The City will realize success with many of these goals through collaboration with the residents, funders and service providers.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	1,494,758
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	1,494,758

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	75.00%

Discussion

In June 2014, the City of Champaign received approval of a Section 108 loan in the amount of \$3,524,000 for the Bristol Place Phase I (acquisition, relocation and demolition) activities. During FY 2016/17, the City of Champaign anticipates drawing \$1,494,758 of the Section 108 proceeds for these Bristol Place Phase I activities.

Attachments

Citizen Participation Comments

Public Hearing	Date/Time	Public Meeting	Location	Attendees
	8/4/2015 at 6:00 pm	Beardsley Park Neighbors	Beardsley Park	City Staff: Janel Gomez Public:
Yes	8/13/2015 at 7:00 pm	NSAB Study Session	City of Champaign	NSAB Board Members: Brent West, Donte Lotts, Felecia Cockrell, Wesley Clayborn, Karen Foster, Brian Amos City Staff: Kevin Jackson, David Oliver, John Ruffin, Kerri Spear, Mya Clements, Janel Gomez Public:
	11/16/2015 at 5:00 pm	GH Community Meeting	Garden Hills Elementary School	Attached
	1/14/2016 at 7:00 pm	NSAB	City of Champaign	NSAB Board Members: Felecia Cockrell, Wesley Clayborn, Karen Foster, Debra Karplus City Staff: Kevin Jackson, David Oliver, John Ruffin, Kerri Spear, Mya Clements, Janel Gomez Public:
Yes	1/14/2016 at 10:00 am	Social Service Agency Public Hearing	City of Urbana	Attached
	1/14/2016 at 8:10 am	Community Reinvestment Group	Heartland Bank	Members: Bob Guido, Maurice Bouslog, Kelly Mierkowski, David Grillon, Yvonne Sjoken, Natika Roberson, Ernie Hamilton, Shauna Amgov, Scott Johnson, Sheila Dodd and Janel Gomez
	2/9/2016 at 7:00 pm	Beardsley Park Neighborhood	Stratton Elementary School	City Staff: Janel Gomez, John Ruffin Public: Felecia Cockrell, Ms. Bailey, Anthony Howell, Nettie Howell
	2/23/2016 at 7:00 pm	City Council	City of Champaign	Council Members:

	3/9 - 4/8 2016	Open Public Comment Period	N/A	N/A
	3/10/2016 at 5:30 pm	NSAB Program Update	City of Champaign	
	3/21/2016 at 6:00 pm	GH Community Meeting	Garden Hills Elementary School	Attached
Yes	4/5/2016 at 7:00 pm	Champaign City Council	City of Champaign	

**Neighborhood Services Department
Neighborhood Services Advisory Board
Regular Meeting Minutes**

**Council Chambers – City Building
8/13/15 @ 5:30 pm**



√ Brent West	√ Wesley Clayborn	√ David Oliver, NSD
√ Donte Lotts	√ Karen Foster	√ John Ruffin, NSD
Debra Karplus	√ Brian Ames	√ Kerri Spear, NSD
√ Felicia Cockrell	√ Kevin Jackson, NSD	√ Mya Clements, Notetaker

-
1. **Call to Order, Roll Call** – The meeting was called to order at 5:31 p.m.
 2. **Minutes from Previous Meeting** – Karen Foster motioned to accept the minutes, Brian Ames seconded. The minutes were approved unanimously on a voice vote.
 3. **Old Business** –
 - A. **Bristol Park Neighborhood Plan Update** –

Kerri Spear provided an update to Phase 1 Activities. As of August 2015, 26 acquisitions have been complete, 3 properties are with ‘pending’ status. On September 1st, sale contracts for another batch of properties will be going to Council for review and approval. 1/3 of the properties in Bristol have already be sold, another 1/3 will be getting approved and the remaining 1/3 of properties are planned to be approved in FY 2016. Staff is still working with individuals for relocation and replacement housing. Kerri also noted that both Jean Algee and Janel Gomez have been meeting with residents on Wednesday, August 12th, providing interviews and customer service to Bristol residents. Champaign County Regional Planning Commission has also been assisting NSD with case management.

Currently, the approved contractor pool is open and contractors will be able to bid on the next set of demolitions for September. These next properties are scheduled to go before Council for consideration in October 2015.

Karen Foster noted that the demolished properties that she has observed in the Bristol Park Neighborhood are aesthetically nice and not an eye-sore to the neighborhood.

Wesley asked if there were any plan to preserve any of the aspects of the property (recycling, etc.) prior to properties being demolished. Kerri replied that PACA and

Habitat for Humanity are both invited to salvage items prior to the demolitions. Wesley also mentioned that Green Purpose is a place that can also be utilized during the process.

Brent asked if there were 1 contract per parcel. Kerri replied that we keep the pricing under \$50,000, so there are not limitations for the contractors. Kevin also stated that no contractor can have over 10 demolition contracts at any given time.

Kerri also mentioned that NSD will be working to create a Steering Committee for the Bristol Phase II portion of this project. Participants on the Steering Committee will include representatives from the Champagin Park District, Human Kinetics, Homeowners and Tenants from the Bristol, Garwood and Shadow Wood neighborhoods, the Housing Authority and several City departments. Kevin also stated that there might also be a historian aspect added to the committee and a member from the local chapter of the NAACP. RFQ for this should be available in October 2015, with the committee reviewing the submissions in December 2015. The final goal is for completion to be in 2019. Brent asked if the Tenant Union would be included. Kevin and Kerri stated that while they are not for Phase II, but the Tenant Union has contributed information for the relocation aspect of the project.

Kerri gave a brief update of the IL-NAIHO conference that she and Janel Gomez attended today, providing information on Rental Assistance for Housing Authorities, Low Income Housing Tax Credits and a legislative update.

Felicia asked if HUD had any current funding programs. Kerri replied that at the moment, there are not any funds available at the moment.

B. Keep Champaign Beautiful –

David Oliver reviewed the history of Keep America Beautiful for the two new board members. Items discussed were the Focused Area survey, and other events that are currently taken place, as well as the sub-committee for NSAB. On August 25th, there will be a visioning workshop to discuss residential recycling and community beautification. David also mentioned that November 15th is American Recycling Day. David requested that he would like to have a representative from NSAB to participate on the subcommittee for this initiative. Karen Foster expressed her interest and Wesley Clayborn would like to be involved as well.

Wesley motioned to Karen to the subcommittee to the KCB Committee; Donte seconded; motion carries.

4. New Business

A. Housing Assistance Program Manual Revisions –

Janel provided a review of the Neighborhood Programs Manual, noting that some programs will be added, renewed and replaced. The first steps in the review included Janel interviewing staff about the current programs listed in the manual. Janel has then

attended some neighborhood meetings to discuss current programs, mainly in the Garden Hills and Beardsley Park neighborhoods. A survey was created and sent to residents, and then past program participants received another survey to get responses. The results have been that there are not a lot of programs for renters. A Focus group has been created to discuss the survey's findings on August 18th and Janel is currently seeking other participants. There has been on-going research on new mortgage laws and existing programs.

Kevin added that this manual is a multi-faceted project, being driven by federal funding dollars.

The manual is planned to go to Study Session with Council on Sept 8th, with planned adoption on November 3rd.

Wesley asked about the financial guidelines for these programs. Janel stated that each program has different criteria, depending on the clients. Most of the programs are specifically geared towards low-income families and/or individuals.

- B. 2016 STAR Awards Expo Planning –** John provided a debrief of the 2015 STAR Expo and Awards Ceremony event, stating that the overall program was successful, and the involvement was the NSAB members during the ceremony was welcomed and liked by participants. 38 vendors participated in the Expo and 31 honorees were recognized during the ceremony. Recommendations from a recap meeting were provided from the STAR Planning Committee and John requested input from the Board for the 2016 STAR Awards Expo.

Donte asked what the maximum number of vendors could be for the room where it Vendor Expo took place. John replied the room would hold up to 40 vendors comfortably.

Brent requested that NSAB members sit on next year's Planning Committee and having input/suggestions for the overall event. He also stated that we might have more audio visuals for the winners being announced.

Donte asked for date of next year's event and John replied that dates being checked and we will have that to everyone as soon as the date is determined.

Karen Foster commented that she would like to see more community involvement with attendees as a whole.

- C. 2016 Regional Neighborhood Network Conference Planning –**

John reported that we have submitted a bid and have been chosen to host the 2016 RNNC in Champaign, on September 29 – October 1, 2016. John is extending an invitation for NSAB members to attend this year's conference in Bowling Green, KY on October 1-3,

2015. Those attending are being asked to participate as part of the planning committee for the 2016 conference.

The goal is to have between 15-20 community stakeholders, and the City of Urbana is co-hosting the 2016 conference, providing a grant of \$5000 to contribute to the event cost itself.

- D. NSAB Community Engagement 2015-16** – Kevin is requesting that all NSAB members become more connected to the neighborhoods and setting a realistic expectation of engagement and participation during 2015-16. Kevin also noted that NSAB's Charter is in need of being updated as well, in regards to the composition of the board to determine whether the current composition is working for our goals.

Brian Ames mentioned that he would like to work on establishing HOA's and how to better connect with them.

5. Staff Reports –

John Ruffin: Neighborhood Cleanups included more areas this year and the collection site was moved to Public Works. 112 households were served for the cleanups and 87 seniors/disabled individuals were served with curbside pickup.

Retreats with 15 community stakeholders in Garden Hills took place and information was gathered with recommendations that will be used in future neighborhood planning.

Registration for Champaign City Government 101 is open until August 31, 2015. We currently have 29 people registered for the courses. A continuation of direct outreach to the City's Boards and Commissions is taking place as well.

Kevin Jackson: A reminder to everyone that elections will be taking place next month for the NSAB Chair & Vice Chair positions.

6. Board Comments and Suggestions -

Felicia asked if City Govt. 101 is accredited. John replied that currently it is not, but that this is being considered for the future.

7. Public Participation - none

8. Adjournment – Seeing no further business to discuss, the meeting adjourned at 7:42 p.m.



MEETING RECORD

PURPOSE of Meeting: Champaign Government GROUP NAME: UGHNA DATE: 11/16/15

LOCATION: Garden Hills School TIME: 6:30

Please PRINT your name, address, and phone # in the space provided below:

NAME	ADDRESS	PHONE #	Comments/Questions	e-MAIL ADDRESS
DON GRAMER	1203 JULIE DR	359-6241		
Rick Kelly	Unit 4 Schools	275-0888		
Heather Chapin	1504 WINSTON DR	714-5901		
Kathleen Smith	1906 Roberta	398-3335		
* Robert Gattner	1 Steiner Blvd Ln	927-2911		
Terry Boatright	1907 Cynthia Dr	217-201 2057		
JANEL GOMEZ	b2 v. Veil	403-7070		
Gloria...	1805 Julian	351-3445		
Jayce Brittle	1616 Orving Ln	551-8496		
Staci Britten	1505 Paula Dr	714-2461		staci206@yahoo.com
Donna Burwell	302 N Willis	359-2861		
Michael Burwell		1		
Verdell Jones	UNITY	717-5105		
Hedi Gulbrandsen	505 S Rose Urbana	278-5400	CU Champions	
Karen Foster	2113 Blackhawk Dr	359-0558		
Delores Lloyd	2001 Garden Hills Dr	351-2872		

Neighborhood Services Department
Neighborhood Services Advisory Board



Agenda

Lower Level Conference Room (EC1) – City Building
1-14-16 @ 5:30 p.m.

1. **Call to Order, Roll Call**
2. **Minutes of Previous Meetings – November 19, 2015**
3. **Standing Business / Subcommittee Reports**
 - A. **Bristol Park Neighborhood Plan**
 - B. **Keep Champaign Beautiful**
 - C. **2016 Regional Neighborhood Network Conference**
 - D. **2016 STAR Awards Ceremony**
4. **Old Business**
 - A. **Vacant Nuisance Residential Building (VNRB) Rehabilitation Program – 10 minutes**

Summary: Staff will provide the Board with a status update on the VNRB Rehab Program prior to the Council consideration on February 2, 2016.

Recommendation: Information and discussion
5. **New Business**
 - A. **Chapter 22 – Property Code Enforcement and Property Maintenance Standards - 20 minutes**

Summary: Champaign City Council amended Chapter 22 (Property Code Enforcement and Property Maintenance Standards) of the Champaign Municipal Code on November 15, 2005. The Neighborhood Code Compliance Division staff has completed a comprehensive review of Chapter 22 and prepared recommended text amendments to present to Champaign City Council at a future study session for consideration. Staff will discuss with NSAB the process steps in preparation for the City Council Study Session and seek input and recommendations.

Recommendation: Information and discussion
 - B. **Neighborhood Programs Manual – 20 minutes**

Summary: Staff will update the Board on the process of the update to the Housing and Neighborhood Program guidelines prior to City Council review.

Recommendation: Information and discussion
6. **Staff Reports**
7. **Board Comments and Suggestions**
8. **Public Participation**

The City of Champaign strives to ensure that its programs, services and activities are accessible to individuals with disabilities. If you are an individual with a disability and require assistance to observe or participate, please contact: City of Champaign Neighborhood Services Department at 403-7070 or by TDD at 403-8736 **at least 48 hours prior to the scheduled meeting date.**

Neighborhood Services Department
Neighborhood Services Advisory Board
Special Meeting Minutes

Council Chambers – City Building
01/14/2016 @ 5:30 pm



— Brent West	√ Wesley Clayborn	√ David Oliver, NSD
— Donte Lotts	√ Karen Foster	√ John Ruffin, NSD
√ Debra Karplus	— Brian Ames	√ Kerri Spear, NSD
√ Felicia Cockrell	√ Kevin Jackson, NSD	√ Mya Clements, Notetaker

-
1. **Call to Order, Roll Call** – The meeting was called to order at 5:31 p.m.
 2. **Minutes from Previous Meeting** – Debra Karplus motioned to accept the minutes, Brent West seconded. The minutes were approved unanimously on a voice vote.
 3. **Standing Business / Subcommittee Reports** –

A. Bristol Park Neighborhood Plan Update –

Kerri Spear provided an update on Phase I of the Bristol Place Redevelopment, stating that Programs is over one-third of the way through the acquisitions, launched relocation, case management is underway and NPD staff have been meeting with Champaign County Regional Planning Commission (CCRPC), who is the Case Management contract agency. The initial contract between NSD and CCRPC will need to be revisited. The intake process is now launched with 13-14 people, and Case Management continues. Janel Gomez and Jean Algee have met with CCRPC and will continue to do so. Janel added that this is a new process for all involved and details had to be worked out so that the two program's expectations were both met.

The demolition is underway, with eight bid packets active, with one more being worked on. In the spring of 2016, there will be another round of bid packets will be released for another round of demolitions. Kerri reported that there has been diversity amongst those that are bidding and working contracts, which is a desired goal for the project overall.

Karen Foster noted that it's mentioned in the demolition process the cost was said to be higher by \$7,000 per property and asked what the original cost for demolitions was previously. Kerri replied that it was roughly around \$10,000 per property, which included asbestos abatement and demolition.

Wesley Clayborne asked if there were a single contractor or multiple completing the demolitions. Kerri stated that from the eight bid packages, with one contractor winning the first five bids and the remaining packages were awarded to other contractors. Kerri added that there is a contractor meeting prior to each bid package being released. Currently, there is a pool of 12 contractors. Kevin added that the current policy was designed to bundle the demolitions into smaller packages to preserve safety and livability in the neighborhood, as well as encouraging participation from the women and minority owned businesses.

Phase II is moving later than anticipated, but the RFQ will now be published in February with having the due date in April 2016 and going before City Council on August 2, 2016 with a contract. A meeting recently took place with the two NSAB Members that are on the Steering Committee, and updated them on the RFQ and Phase II activities. Tours will be taking place in Memphis, St. Louis and Milwaukee this Spring. Karen Foster added that she is pleased of the overall process working and progress continues to be made.

B. Keep Champaign Beautiful Update –

David Oliver provided an update on Keep Champaign Beautiful subcommittee. The America Recycles Day was a huge success in November 2015. The Illinois EPA grant is still on hold, due to the State of Illinois budget still not being passed. During the first week of February 2016, the Keep America Beautiful Conference will be in Orlando and David is attending. The overall theme continues to be on litter and litter abatement. The next project will be the Great American Cleanup. KCB will be commemorating this by being involved with the Boneyard Cleanup, which is celebrating its 11th year. There is currently an opportunity for KCB be an official sponsor of the cleanup and David asked NSAB to get the endorsement that KCB be used in this capacity, providing resources for the Boneyard Cleanup. A straw poll vote was taken and the Board approved unanimously that KSC continue its sponsorship. Karen Foster asked for the Board to be reminded what the thoughts were for using the \$6,000 Illinois EPA Grant funds. David replied that it was thought to add tools to the STAR tool shed, community projects, canopy/tent with KCB, STAR and City of Champaign logos and neighborhood landscaping projects.

C. 2016 Regional Neighborhood Network Conference –

John Ruffin provided an update of the 2016 RNNC conference. The local Planning Committee will be meeting on Friday, January 15th, to resume planning efforts for the conference. John asked the NSAB members assistance in working with the subcommittees to assist in making the conference a success, along with reporting back to the Board the progress of each. On January 21-22, 2016, the Network Steering Committee will be meeting in Champaign for one of three meeting to assist in providing input for the conference itself. One of the main components of the conference is to recruit local cities to become members of RNNC as a member city. Letters have already been mailed out to cities within the state of Illinois with populations of 50,000 or greater. John asked if NSAB consider making the 2016 RNNC its service project for 2016 and that each Board member work with one of the planning subcommittees for local planning efforts.

Wesley Clayborn asked what the time the Regional Steering Committee be meeting. John provided an outline for the upcoming meeting times to the Board. Karen Foster inquired if any of the present Board members were interested in attending the Steering Committee meeting; many were unable to attend but appreciated the invitation. Karen will be attending the meeting and can bring back information for the Board. John mentioned that the City of Urbana is co-hosting the conference and are members of RNNC. It was also noted that the City of Urbana would be hosting the State's Planning Conference would be taking place during the same time of RNNC, but should not interfere with RNNC. Each subcommittee was described in further detail to the Board with objectives for each. Karen asked if there were pre-existing templates that could be used for this year's conference and John responded that there are templates that are shared from other member cities. Kevin Jackson clarified that Board members are not necessarily being asked to chair any subcommittee, rather assist the subcommittees complete their tasks, as they relate to the conference's planning process. Wesley stated that he would be interested in participating with the Finance Committee. Karen is currently on the overall Local Planning Committee, as well as the Regional Steering Committee. Karen would also like to participate actively with the Youth Component of the conference. Other Board members were not able to commit to any particular subcommittee at this time. Currently, John is working with Lance McGrew, NSD's Volunteer Project Management Assistant, IT & Engagement Support staff, to create a virtual workspace, where work can be completed prior to the local Planning Committee Meetings. John also provided information

D. 2016 STAR Awards Ceremony –

John Ruffin provided an update of this year's STAR Awards Ceremony, which is celebrating its 7th year. Nominations have been being received throughout the year and the deadline to submit nominations is February 29, 2016 at midnight. Nominations will be reviewed and the Board will be provided with final nominations and have time to review and vote for on the winners during the March NSAB Meeting. This year's emcee is Anthony Antoine, who is currently featuring weekly highlights of previous year's winners. WCIA Channel 3 continues to be a partner and Busey Bank, who has provided \$500 towards the event itself. The first highlight will be during tonight's newscast at 6:00 p.m. and 10:00 p.m.

4. Old Business

A. Vacant Nuisance Residential Building (VNRB) Rehabilitation Program –

Kerri Spear provided an update that the memo will be going to City Council on February 2, 2016 and the Board will all receive a completed copy of the memo once it's completed. Kerri stated that the process has changed to allow us to pursue receivership, meaning that if we are unable to secure a property, we can go through a court system that will appoint a receiver who has interest in fixing up the property. The same pool process would be utilized for the public RFP process. A check system is already in place to ensure that interested parties are being held responsible for their end of the agreement. City Council will be voting to approve this process in February.

5. New Business

B. Chapter 22 – Property Code Enforcement and Property Maintenance Standards –
David Oliver summarized the five steps involved with Chapter 22, which was updated in 2005. Staff is going through a comprehensive review of the code, as it is currently written. Building Safety is in the process of looking at CCD's proposed corrections, and have provided constructive feedback to incorporate into Chapter 22's updates. The Code Review Board will meet to provide a technical review on January 27, 2016 at 4:30 p.m. Once completed, a comprehensive list of the changes will be provided to the Board and explained. David added that he hopes to have the process completed by mid-May or early June.

C. Neighborhood Programs Manual –
Janel Gomez provided an overview of the Neighborhood Programs Manual, stating that there were new programs added to the manual itself and are a result of public and Board input. Some of the older programs are no longer being funded as well. Janel gathered information by surveying previous clients. Interest was in seeing other rehab programs, down payment assistance programs, but not rental programs. Interest was also provided about having grant plus loan programs as well. New programs would consist of the Vacant Nuisance Residential Building (VNRB), HOME Rehab – Bristol, Pilot Rental Rehab – Bond Cap, Residential Exterior Rehabilitation Program, Small Business Exterior Rehabilitation Program and Minority/Women Business Enterprise (MBE/WBE) Construction Loan Program. Janel provided extensive information for each program and asked for Board members input. Kerri added that the manual is slated for adoption during the May 3rd City Council session and the Bond Cap will need to be decided by City Council by late April 2016.

5. Staff Reports –

Kevin Jackson introduced Lance McGrew, NSD's Volunteer Project Management Assistant, IT and Engagement Support staff member. Lance will be assisting with various projects, such as 2016 RNNC, Neighbors of Champaign (NoC) to name a few.

6. Board Comments and Suggestions -

None

7. Public Participation -

None

8. Adjournment – Seeing no further business to discuss, the meeting adjourned at 6:59 p.m.

In attendance: Bob Guido, Maurice Bouslog (participated by telephone), Kelly Mierkowski, David Gillon, Yvonne Sjoken, Natika Roberson, Ernie Hamilton, Shauna Amdor, Scott Johnson, Sheila Dodd and Janel Gomez

1. Minutes from November 2015

2. City Reports -

- City of Champaign, Janel Gomez provided an update on the 2016 annual action plan process. She explained the proposed programs and requested that any questions or input be submitted to the City of Champaign. Members support continuing existing programs and continuing to find creative ways to fund assistance for homebuyers. Janel Gomez requested that John Ruffin, Neighborhood Coordinator be put on a future agenda. John would like to talk to the CRG about possible partnerships for the 2016 Regional Neighborhood Network Conference (RNNC) that the city is hosting in September.
- City of Urbana, Kelly Mierkowski gave an update on the project Havens at Prairie Park and an update on the Blight reduction program in which 3 are complete and 5 undercontract.
- Village of Rantoul, Mike Loschen; Not present

3. New Business -2016 Meeting time and Location

Discussion was had about a new time and location for the 2016 CRG meetings. A suggestion was made to move the meetings to 8:30 instead of 8:15 and the time and location was decided on the 2nd Wednesday of the month at Parkland Business Development Center. The next meeting will be held, Wed Feb 10th 8:30 am.

Maurice Bouslog suggested the group discuss goals and plans for the coming year. Kelly Mierkowski mentioned that State Rep Ammons may have plans to host a housing fair this year. Kelly agreed to look into it further and the group decided to participate if possible. Also, the group discussed whether to have 1 or 2 credit seminars in the coming year. It was decided that two would be appropriate with the first occurring in April to coincide with Money Smart Week. The possible date and time would be the week of April 23-30th in the evening with location TBD. Habitat for Humanity offices was indicated as a possible location.

4. Old Business

Maurice Bouslog indicated that Jesse from Parkland would be the speaker at the February meeting. One of the topics for the upcoming discussion will be developing an online course

option for homebuyer course participants. This option would not be to replace the existing course but offered as a supplement to.

Parkland Needs instructors for the Thursday Course in May (5th and 12th) to which Scott Johnson Volunteered and for the Saturday course in May (14th) to which Bob Guido volunteered.

Adjourn

Next Meeting: February 10th, 2016

Respectfully submitted by Janel Gomez

**ANNUAL ACTION PLAN FY 2016-2017
PUBLIC HEARING**

**Thursday, January 14, 2016, 10:00 A.M.
Executive Conference Room, 400 S. Vine Street, Urbana**

Minutes

Present: Kelly Mierkowski, Matt Rejc, Community Development Services Department, City of Urbana.

Others Present: Janel Gomez, City of Champaign; Linda Culton, Community Elements; Juli Kartel, Community Elements; Tim Bartlett, Urbana Park District; Katie Adams, Crisis Nursery; Jermaine Raymer, Persons Assuming Control of their Environment (PACE); Lisa Benson, Champaign County Regional Planning Commission/Champaign County Continuum of Care; Ellen Kirsanoff, Urbana Park District.

Notice of this public hearing was faxed and emailed to the media, various social service agencies, and citizens on December 24, 2015. Notice of this public hearing was also placed on the City's website and onsite at various locations in the City's target areas on December 28, 2015.

Ms. Mierkowski called the public hearing to order at 10:00 a.m. The purpose of this public hearing is to provide an opportunity for the public to provide input and comments regarding the proposed City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2016-2017.

Mr. Tim Bartlett asked how this meeting was related to the City of Urbana and Cunningham Township Consolidated Social Service Fund (CSSF), and Ms. Mierkowski clarified that this hearing was not directly related to the CSSF outside of the portion of the Community Development Block Grant (CDBG) that is dedicated to the CSSF, but that it concerned obtaining general input about community development concerns from social service agencies. Mr. Tim Bartlett indicated a need for summer youth employment in the community. He also pointed out that Champaign has fantastic youth employment services, and expressed a willingness to engage in youth employment in Urbana but that a lack of funds posed a barrier. Mr. Bartlett indicated a concern regarding whether or not Urbana would be competitive in providing for youth employment. Ms. Mierkowski indicated that Mr. Bartlett's concerns would be included in the minutes and asked if any flyers would be available for the summer youth employment opportunities at the Urbana Park District. Mr. Bartlett indicated that flyers would be available. Mr. Jermaine Raymer also indicated that the goal of the Workforce Innovation and Opportunity Act (WIOA) is youth employment. Lisa Benson stated that youth employment funds are often contracted to local providers and that an application might be required to get approval to be a youth employment provider, but those agencies might only be able to serve youth who are not enrolled in school. She also said that resources are available at the Illinois Worknet Center in Champaign concerning youth employment.

Ms. Juli Kartel stated that she sees a need to expand options for individuals seeking substance abuse treatment and recovery/sober living homes. She said that there is a need in the community for such residential environments containing 4-12 beds and allowing stays in excess of one year.

Ms. Lisa Benson indicated the existence of a need for more permanent housing for low-income and homeless individuals, similar to the services provided by the Homestead Corporation of Champaign-Urbana's SRO program. She also stated that it could be more effective to work with private-sector Community Housing Development Organizations (CHDOs) rather than the Housing Authority of Champaign County (HACC) due to the restrictions that can accompany HACC funds.

Ms. Mierkowski stated that the Urbana HOME Consortium is always looking for agencies that form new CHDOs. Ms. Benson asked if the Homestead Corporation of Champaign Urbana was still a CHDO, and Ms. Mierkowski responded that it is no longer a CHDO.

Ms. Benson asked if HOME Investment Partnerships (HOME) funding can be used for transitional housing. Ms. Janel Gomez responded that transitional housing is not an eligible HOME expense.

Mr. Raymer identified affordability and accessibility to enable independent living as needs in the local housing market. He also noted that some adults were living in Campustown housing to be able to live with accessibility features. He said that information is needed for accessibility in affordable housing, and that employers need to be educated as to their responsibilities. Mr. Raymer noted that PACE is looking at developing a program to educate local planning officials on affordable housing development strategies. Ms. Gomez mentioned the possibility of using the Housing Affordable Refinance Program (HARP) to meet affordable housing needs, but Mr. Raymer suggested using Attorney General grant funds instead. Ms. Benson also noted that the Champaign County Regional Planning Commission (CCRPC) has a grant program operated through a partnership with the Champaign-Urbana Mass Transit District (CUMTD) that provides accessibility features to homeowners who live near transit lines. Mr. Bartlett noted that AMBUCS might be able to provide funding for accessibility improvements.

Ms. Benson asked if Habitat for Humanity of Champaign County could develop rental properties, and Ms. Gomez responded that rental property development might be possible through the HOME program, but that it would not be in keeping with Habitat's model of housing development, which focuses on homeownership.

Ms. Katie Adams stated that she saw a need for safe alternative living environments for young children, particularly those who are homeless and older than 7 years of age. Ms. Benson noted that the Emergency Family Shelter could provide housing support in that regard.

Ms. Gomez clarified that public comment is taken very seriously and thanked everyone for their input.

Seeing no further comments, Ms. Mierkowski closed the public hearing at 10:32 a.m.

Respectfully Submitted,


Matt Reje, Community Development Specialist

MINUTES

Champaign City Council
Regular Study Session

DATE: February 23, 2016

PLACE: Champaign City Building
City Council Chambers
102 North Neil Street
Champaign, Illinois 61820

COUNCIL MEMBERS PRESENT: Marci Dodds Paul Faraci
Clarissa Fourman Matthew Gladney
William Kyles Michael La Duc
Vic McIntosh Tom Bruno
Mayor Feinen

COUNCIL MEMBERS ABSENT: None

STAFF PRESENT: Dorothy Ann David, City Manager
Fred Stavins, City Attorney
Dennis Schmidt, Public Works Director
Nichole Millage, Environmental Sustainability Specialist
Kerri Spear, Neighborhood Services Program Manager
Janel Gomez, Community Development Specialist
Gary Ludwig, Fire Chief
John Barker, Deputy Fire Chief

OTHERS PRESENT: None

TIME STARTED: 7:00 p.m.

TOPICS DISCUSSED:

AMERICANS WITH DISABILITIES ACT (ADA) TRANSITION PLAN [SS 2016-009]

City Manager David noted the Americans with Disabilities Act (ADA) was adopted in 1990, and the City adopted a plan for ADA compliance in 1992. ADA regulations ensure infrastructure and facilities are accessible to persons with disabilities, and the regulations are consistent with City values. The presentation is a proposed update to the City's ADA Transition Plan.

Staff Presentation: A joint presentation by Director Schmidt and Specialist Millage included the following topics:

- Background
- Departmental Collaboration
- ADA Transition Plan
- Highlights of the ADA Transition Plan
 - Disability Resource Handbook
 - City Building
 - City Parking Lots
 - Public Right-Of-Way
- Next Steps

(Note: Information on how to obtain staff's written report on this subject is provided below.)

Action Recommended: The Administration recommends that Council direct staff to proceed with completing the 2016 ADA Transition Plan.

Council Members' Technical Questions: Council Members' technical questions included whether the work will be done by Public Works or contracted out.

(Note: Information on how to view video and audio recordings of the full Council Meeting is provided below.)

Public Input: None

Council General Discussion: Council Members' comments included good draft plan, and glad the plan was looked at comprehensively.

Poll: Mayor Feinen polled Alternative 1 directing staff to proceed with completing the draft 2016 ADA Transition Plan. The result of the poll was 9 ayes and 0 nays.

UPDATE TO THE HOUSING PROGRAMS MANUAL [SS 2016-010]

City Manager David noted an amendment to City code in 1998 required a Housing Programs Manual, a comprehensive policy document describing all of the programs available for affordable housing and housing assistance. The Housing Programs Manual empowers the administration and Neighborhood Services Department staff to implement the programs without coming to Council for every contract or piece of assistance. The manual also provides increased transparency by setting out all of the programs available, how they work, and who is eligible. Proposed updates to the Housing Programs Manual will be presented.

Staff Presentation: Manager Spear's and Specialist Gomez's presentation included the following topics:

- Background Information
- Housing Program Manual Components
- Existing Programs
- Changes to Existing Programs

- New Programs
 - Displacement Full Home Improvement
 - Rental Rehabilitation
 - Minority Business Enterprise/Woman Business Enterprise (MBE/WBE) Loan Program
 - Residential Exterior Rehabilitation
 - Small Business Exterior Rehabilitation
- What's Next
- Housing Programs Manual's Name Change

(Note: Information on how to obtain staff's written report on this subject is provided below.)

Action Recommended: The Administration recommends that Council direct staff to place proposed changes to the Housing Assistance Programs Manual on a regular Council agenda for consideration.

Council Members' Technical Questions: Council Members' technical questions concerned several topics including flexibility of eligibility; eligible areas; and the business assistance program and sharing information with the virtual incubator for their website.

(Note: Information on how to view video and audio recordings of the full Council Meeting is provided below.)

Public Input: The following member of the audience spoke regarding the update to the housing programs manual:

- Rebecca Patterson, 609 E. Bradley

Council General Discussion: Council Members' comments included great program; thanks for the MBE/WBE Loan program and the Small Business Exterior Rehabilitation program; happy with the draft, especially the changes to the median family income limits; and thanks for the presentation.

Poll: Mayor Feinen polled Alternative 1 directing staff to place proposed changes to the Housing Assistance Programs Manual on a regular Council agenda for consideration. Mayor Feinen simultaneously polled including assistance for yard lighting. The result of both polls was 9 ayes and 0 nays.

FIRE AND EMERGENCY MEDICAL RESPONSE TO PRIVATELY-OWNED PROPERTIES IN THE CAMPUS AREA [SS 2016-011]

City Manager David noted in 1997 the City entered into a University of Illinois Fire Services agreement with the University of Illinois and the city of Urbana, addressing how the cities would provide fire services to the campus and adjacent areas. In 1997 the City entered into a Mutual Assistance agreement with the city of Urbana, addressing how the two fire departments would work collaboratively to make sure emergency response was effective, empowering both fire

chiefs to make operational decisions and boundary line modifications to the agreement without going back to the governing bodies for approval. Staff is seeking input regarding the best way to move forward following discussions between the two fire chiefs on boundary line shifts and potential impact to private properties within the City of Champaign.

Staff Presentation: Fire Chief Ludwig's presentation included the following topics:

- Background Information
- U of I Contract Area
- Reasons to Review
- Advantages to Champaign Fire Response to 196 Privately-Owned Properties
- Proposed Recommendations

(Note: Information on how to obtain staff's written report on this subject is provided below.)

Action Recommended: The Administration requests Council direction on a process to update fire department response configurations in the area covered by the University of Illinois Fire Services Agreement. The recommended process would include contracting for a joint study of fire department coverage areas and response times within both cities as a basis for future decision-making by the cities and the University regarding fire service in the campus area and along the jurisdictional boundary between the cities.

Council Members' Technical Questions: Council Members' technical questions concerned several topics including coverage areas; resources and equipment; reasons and cost for a joint study; Urbana's ability to handle fires in high rise buildings; response time; first response protocol; protocol for working fires; which city to contact for insurance purposes; fire station coverage between Champaign and Urbana; ambulance response; city wide medical calls; and medical service provided by Champaign firefighters.

(Note: Information on how to view video and audio recordings of the full Council Meeting is provided below.)

Public Input: The following member of the audience spoke regarding Fire and Emergency Medical Response to Privately-Owned Properties in the Campus Area:

- Chip Jorstad, JSM, 505 S. Fifth Street

Council General Discussion: Council Members' comments included Champaign Fire Department should be responsible for Champaign properties; no interest in a joint study; want both cities to have a good working relationship; support a joint study if the other parties commit to the expenditure; and this is an accountability issue, not an ability issue.

Poll: Mayor Feinen polled to support the Fire Chief's ability to change the run cards for the discussed 196 properties and allowing his authority for operational issues. The result of the poll was 9 ayes and 0 nays.

Mayor Feinen called for a break at 8:49 p.m. The meeting resumed at 8:54 p.m.

Audience Participation: The following members of the audience spoke regarding Matt Rush, Black Lives Matter, and lawsuit settlements:

- Evelyn Reynolds, Black Lives Matter Champaign-Urbana Chapter
- Richard Hamilton, 212 W. Healey
- Chris Evans, Champaign County
- Martel Miller, Champaign County
- Jesse Phillippe, Urbana
- Kadeem Fuller, 1600 W. Bradley
- Rebecca Patterson, 609 E. Bradley

Council/Manager Comments: City Manager David noted the Administration requests a Closed Session to discuss two items: Purchase of Real Property for Use by the City and Pending Litigation.

Adjournment: CM Dodds, seconded by CM McIntosh, moved to adjourn into Closed Session for the purpose of discussing the Purchase of Real Property for Use by the City and Pending Litigation. A roll-call vote was taken on the motion to adjourn; all voted yes.

The meeting was adjourned at 9:11 p.m.

Glenda F. Robertson
Deputy City Clerk

Additional information on this meeting is available as follows:

Staff prepares a Report to the City Council containing detailed information on each subject discussed at Council meetings. The subjects and Study Session (SS) numbers for this Council meeting are:

- Americans With Disabilities Act (ADA) Transition Plan [SS 2016-009]
- Update To The Housing Programs Manual [SS 2016-010]
- Fire And Emergency Medical Response To Privately-Owned Properties In The Campus Area [SS 2016-011]

The reports are available from the City's web site at ([Council Study Session Reports](#)), by email to CityClerk@ci.champaign.il.us, or by calling 217-403-8940.

Video streaming of this Council meeting is available on the City's web site for two years at <http://ci.champaign.il.us/departments/information/cgtv-schedule-and-videos/>.

Almost all Council Meetings, except Community Civic Events and sessions not held in the Council Chambers are broadcast and recorded.

City Council Meetings are broadcast on the City's television station, CGTV (Cable channel 5), and are rebroadcast several times following each meeting. The schedule can be found on the City's web site at [CGTV - Champaign Government Television](#).

Audio and video recordings of Council Meetings are available by email to CityClerk@ci.champaign.il.us or by calling 217-403-8940. Video recordings are maintained permanently; audio recordings are maintained for five years.

**Neighborhood Services Department
Neighborhood Services Advisory Board**

Agenda

**Council Chambers – City Building
3-10-16 @ 5:30 p.m.**



1. **Call to Order, Roll Call**
2. **Minutes of Previous Meetings** – February 11, 2016
3. **Standing Business / Subcommittee Reports**
 - A. **Bristol Park Neighborhood Plan**
 - B. **Keep Champaign Beautiful**
 - C. **2016 STAR Awards Ceremony**
 - D. **2016 Regional Neighborhood Network Conference**

4. **Old Business**

Neighborhood Programs Manual, Annual Action Plan and Bond Cap – 30 minutes

Summary: Staff will present the draft FY 2016/17 budgets for CDBG, HOME and local funding outlined for housing and community economic development programs along with the proposed allocation of the 2016 Private Activity Bond. The draft Neighborhood Programs Manual and FY 2016/17 Annual Action Plan will be published for a 30-day public comment period on Monday, March 14 - Wednesday, April 13, 2016. Draft copies of these documents will be available on the [Neighborhood Services Department webpage](#), at the Champaign Public libraries and the Neighborhood Services Department during the public comment period.

Recommendation: Information, Discussion and Vote

5. **New Business** – None
6. **Staff Reports**
7. **Board Comments and Suggestions**
8. **Public Participation**

The City of Champaign strives to ensure that its programs, services and activities are accessible to individuals with disabilities. If you are an individual with a disability and require assistance to observe or participate, please contact City of Champaign Neighborhood Services Department at 403-7070 or by TDD at 403-8736 **at least 48 hours prior to the scheduled meeting date.**

**Neighborhood Services Department
Neighborhood Services Advisory Board
Regular Meeting Minutes**

**Council Chambers – City Building
3/12/15 @ 5:30 pm**



√ Brent West	√ Wesley Clayborn	David Oliver, NSD
√ Donte Lotts	√ Doug McCarty	√ John Ruffin, NSD
√ Debra Karplus	√ Kevin Jackson, NSD	√ Kerri Spear, NSD
√ Felicia Cockrell	√ Colleen Madera, Notetaker	

1. **Call to Order, Roll Call** – The meeting was called to order at 5:30 pm.
2. **Minutes from Previous Meeting** – There were two corrections to the minutes: the date of the STAR Awards and correct spelling of Wesley Clayborn’s last name on the first page. Debra Karplus motioned to accept the minutes, Donte Lotts seconded. The minutes were approved unanimously on a voice vote.
3. **Neighborhood Profiles** – None
4. **Old Business** –
 - A. **Bristol Park Neighborhood Plan Update** – Kerri Spear introduced Jean Algee, Community Development Specialist who gave a brief update to the plan. They displayed a current map of the acquisitions and demolitions occurring in the neighborhood. Both Donte and Brent commended that they liked the map update each month. Donte welcomed Jean.
 - B. **Draft ConPlan/Annual Action Plan/Private Activity Bond** – Kerri Spear introduced Janel Gomez, Community Development Specialist who will be helping administer the federal grants and the Consolidated Plan. Janel explained some of the feedback they have received so far on the ConPlan was from Council wondering if the information could be broken down further. Also there were some questions raised about the amount of public input received regarding the plan which prompted staff to add a couple more meetings to gather more input. Other concerns raised during the public input was that there was not enough funding to go around and there is a great need for affordable housing. Council asked if a rental rehab program was created to take into consideration the rent standard. Some issues with the past rental rehab program was the rent payment that would need to be and the landlords wanted to use their own maintenance staff and the City required to use City-approved vendors. There was discussion regarding neighborhood economic

development but some concern regarding minority/woman-owned businesses and keep that as a focus. Kerri also reminded everyone there will be a 30-day public comment period beginning next week. During this period, there will be all-call meetings being held to gather more input. On April 14, there will be a formal Public Hearing at the Council meeting with the 30-day public hearing period ending on April 20. The plan will be submitted to HUD on May 15. Wesley asked how the state's budget impacting the programs in the Consolidated Plan. Kerri stated they are federally funded so are not impacted their division/programs. Kevin explained that the rest of the department is funded through the general fund and that it could impact services at a later date. Brent asked if other housing related programs might be affected with the potential state cuts. Kerri stated some down payment programs might be affected (some IHDA programs have already been eliminated). They are talking right now with IHDA to see if they might be able to fund some affordable housing programs with the Bond Cap. Donte also welcomed Janel. Brent asked if there were possibly some programs to help with vacant property owners. Kevin stated the only funding for a commercial structure is under the abatement fund but currently there are no federal funds available for this. Wesley asked if the homes being built on Bradley and McKinley will be in the numbers for affordable housing and how many will there be. Kerri stated the housing being built there will take some time before it comes online and gets into the data set for the affordable housing. Kevin stated there are 92 units proposed for that site. There is a sister site in southwest site that will have 160 units. Both of these sites are being constructed by the Housing Authority of Champaign County. Kerri also mentioned that in Bristol Place, we are looking to put back 103 housing units in there. Felicia asked about minority business and how to help people get started. Kerri stated Planning and Development is handling this and they are trying to utilize multiple resources. However, they are finding that most businesses are having trouble getting those resources. They are trying to continue to find out their needs and design things to continue to assist them. \$10,000 has been set aside to help these contractors help with some of their barriers. Wesley asked what kinds of businesses are having trouble in this area. Kevin stated they vary; some construction, funeral home, retail, some companies trying to expand, etc. Kerri explained making the demolitions in Bristol more of small packages will hopefully see greater participation in smaller contractors. Wesley asked how many of the 92 will be mixed-income. Kerri said 10% market rate, 60% low income.

5. New Business – None

- 6. Staff Reports – Neighborhood Coordination:** John stated Neighbors of Champaign is getting ready to launch and training for the individual registered groups will begin next week. John also mentioned there are some key engagement dates in the Key Events calendar such as the Boneyard Cleanup, Bristol Community Open House, North First Street Group Cleanup, STAR Expo/Awards Ceremony.

Neighborhood Programs: Kerri reiterated that she is excited to be fully staffed and encourage the board to contact Janel and Jean with questions.

Kevin emphasized to the board to keep looking at the Key Events calendar provided because there are a lot of activities coming up.

7. **Board Comments and Suggestions** – Donte asked if it was possible to get a list of vendors to help support. John stated he would provide that to the board tomorrow. Donte also stated that Kevin attended the First Followers Program which will assist those formerly incarcerated get back into the community (March 23 1-5 pm at Bethel AME Church). He also attended a meeting at the Champaign Library (Community Coalition Meeting), where information was presented by the Police Chiefs as to events happening within the community. Brent asked if there was going to be breakout sessions and a keynote speaker. John stated no, but that some new City initiatives will be highlighted. Brent also asked about the fire station in Bristol. Kevin stated there is no program funding for the fire station at this time. There is going to be some analysis of it now that a new Fire Chief is on board.
8. **Public Participation** – None
9. **Adjournment** – Seeing no further business to discuss, the regular meeting adjourned at 6:15 pm to the closed meeting to finalize the voting of the STAR Awards.



MEETING RECORD

PURPOSE of Meeting: Engagement GROUP NAME: UGHNA DATE: 3/21/16

LOCATION: Garden Hills School TIME: 6:30

Please PRINT your name, address, and phone # in the space provided below:

NAME	ADDRESS	PHONE #	Comments/Questions	e-MAIL ADDRESS
Kim Beaulieu	1724 Anita Dr.	352-5752	Board member	oror1526@gmail.com
Becky Restel	1403 Honeysuckle	607-6170	Board member	TEACH5208@YAHOO.COM
Jim. Inley	200y Springwood	373-2427		
ERIC SCHWALM	2006 GARDEN HILLS DR.	352-8384		schwalm1951@gmail.com
Karen Foster	2113 Black-shorn Dr.			glavetr@gmail.com
GIR Françoise	1905 Jane Ln	311-2111		
Joel Roberts	1911 Roberta Ln	356-1756		
Effa Edwards	1910 Barbara Dr	356-8772		
Kathleen Smith	1906 Roberta La	398-3335		Smith.Kathleen2126@yahoo
LORIE HATFIELD	1904 ROBERTA LANE	607-1553		LORIEHAT@YAHOO.COM
Al Kuhn	1511 Park	722-4732		AlKuhn1207@yahoo.com
DAVID OLIVER	City Of Champaign	403-7070		David.Oliver@ci.champaign.il.us
Terry Bostright	1907 Cynthia Dr	201-2057		mshmls@yahoo.com
JANIEL GOMEZ	102 N. NELL			janiel.gomez@ci.champaign.il.us
TABITHA LILIAN	1106 CRUISING LA	716-1179	Secretary	tabitha1609@gmail.com
HELEN CRUMP	1519 Summit Ridge	359-4421	Blk Capt	



MEETING RECORD

PURPOSE of Meeting: Engagement GROUP NAME: UGHNA DATE: 3/21/16

LOCATION: Garden Hills TIME: 6:30

Please PRINT your name, address, and phone # in the space provided below:

NAME	ADDRESS	PHONE #	Comments/Questions	e-MAIL ADDRESS
Joyce Amette	1616 Creminia	351-8496		
Staci Britten	1505 Paula Dr	714-2161	POD number	staciz@cox.net
Candia Norman	1730 Anita Dr	552-7898		
Goe Norman	1730 Anita Dr	552-7598		
Michelle Chusy	1307 Hedge Rd	2781392	sector ldr	Michelle Chusy 708 yahoo.com
Antonio M Greer	1307 Hedge rd	347-874-6361	Bill Copta	
Patricia Avery	201 W Springfield St	217-373-8827		
DEB NELSON	1902 SOMME LN	217-377-774		
Mike & Donna Purwell	1302 N Willis	217-359-2861		
Don Cranmer	1203 JULE	217-359-6291		

United Garden Hills Neighborhood Association Neighborhood Meeting

Meeting Date : March 21,2016

The March meeting was attended by approximately 22 residents and stakeholders:

those in attendance live and represented 4 out of the 6 sectors. This group provides a good representation of the diverse demographics living and working in the Garden Hills Neighborhood..

* Call to order by Amy Revilla President

* Approval of the minutes from prior meeting by Becky Restad Secretary

* Bylaws were gone over. Sector 3 & 4 still need leaders. It is the hope all Sector Leads will be introduced at the April Meeting. Bylaws excepted as presented with friendly amendment to change the quorum from five members to seven.

* Michelle Causey presented the slate of officers to be voted on.

* Amy Revilla -President

* Phil McGarvey - Vice President

* Staci Britton - Treasurer

* Becky Restad - Secretary

Officers were determined by the rules in the bylaws and approved by General Membership. Elections will be held at the April Meeting.

* Janel Gomez from NSD presented the Neighborhood Programs Manual for review. She also gave information on current and upcoming programs coming in May. They

will in the first year target Garden Hills, Beardsley and Douglas areas

* David Oliver of NSD announced Susan Jones is the permanent code enforcer for the Garden Hills Neighborhood. Also listed properties ready for demo and updates on others.

* Upcoming events for April and May

* Star Awards April 21st.

* Boneyard Creek Event April 23rd

* Ribbon Cutting for sidewalks at GardenHills Park May21st.

Meeting ended 8:15

CITY OF CHAMPAIGN
Champaign, Illinois
--
CITY COUNCIL AGENDA
City Council Chambers – 102 North Neil Street

April 5, 2016
7:00 p.m.

Regular Meeting

- I. CALL TO ORDER
- II. INVOCATION
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL
- V. SPECIAL RECOGNITION
- VI. APPROVAL OF MINUTES
 - [February 23, 2016 Regular Study Session](#)
 - [March 1, 2016 Regular Council Meeting](#)
 - [March 1, 2016 Post-Council Study Session](#)
- VII. CORRESPONDENCE
- VIII. PUBLIC HEARINGS
 - Proposed Vacation of Right-of-Way of Glenn Park Drive and Victor Street Within the City of Champaign Glenn Park Basin Subdivision
- IX. ACTION ON COUNCIL BILLS

ORDINANCES AND RESOLUTIONS

[Council Bill No. 2016-051](#)

An Ordinance Appointing a Person to Fill District 4 Council Vacancy

[Council Bill No. 2016-052](#)

An Ordinance Authorizing the City Manager to Execute a Collective Bargaining Agreement Between the City of Champaign, Illinois and the Plumbers and Steamfitters Local Union #149 (FY 2015/2016 – 2018/2019)

[Council Bill No. 2016-053](#)

An Ordinance Approving the Preliminary/Final Plat of Glenn Park Basin Subdivision and the Vacation of Street Right-of-Way Within the Subdivision (located east of Mattis Avenue and north of Glenn Park)

[Council Bill No. 2016-054](#)

A Resolution Accepting a Bid and Authorizing the City Manager to Execute an Agreement for the Rehabilitation of the City Building Windows (Public Works Department – Dreamworks Property and Construction Management, LLC, Danville, Illinois)

[Council Bill No. 2016-055](#)

A Resolution Accepting a Bid for the 2016 Sewer Rehabilitation Project (Public Works – Duce Construction Company)

[Council Bill No. 2016-056](#)

A Resolution Accepting a Bid for the 2016 Storm Sewer Cleaning and Televising Project (Public Works – Visu-Sewer of Missouri, LLC)

[Council Bill No. 2016-057](#)

A Resolution Accepting a Bid and Authorizing the City Manager to Execute an Agreement for the 2016 Concrete Street Improvements Project (Public Works – Feutz Contractors, Inc.)

[Council Bill No. 2016-058](#)

A Resolution Accepting a Bid and Authorizing the City Manager to Execute an Agreement for the 2016 Infrastructure Maintenance Project (Public Works Department – Schomburg & Schomburg Construction, Inc.)

[Council Bill No. 2016-059](#)

A Resolution Accepting a Bid and Authorizing the City Manager to Execute an Agreement to Purchase One Towable Hot Asphalt Patch Trailer (Public Works Department – Spaulding Manufacturing, Inc., Saginaw, Michigan)

Council Bill No. 2016-060

A Resolution Authorizing the City Manager to Purchase One Vehicle Utilizing the Illinois State Joint Purchasing Program and Declaring One Vehicle as Surplus Property (Public Works Department, Fleet Services – Wright Automotive, Inc., Hillsboro, Illinois)

- X. AUDIENCE PARTICIPATION
 - XI. COUNCIL AND CITY MANAGER COMMENTS
 - XII. VOUCHERS (CASH OUTFLOW REPORT)
 - XIII. PAYROLL
 - XIV. ADJOURN INTO POST COUNCIL STUDY SESSION FOLLOWED BY ADJOURNMENT
- CLOSED SESSION – NONE

The City of Champaign strives to ensure that its programs, services, and activities are accessible to individuals with disabilities. If you are an individual with a disability and require assistance to observe or participate, please contact the City of Champaign, City Manager's Office, at 403-8710 or by TDD 403-8736 at least 48 hours prior to the scheduled meeting with your specific request.

Council Bills, Reports to Council and Minutes are now available on our website in PDF Format at <http://ci.champaign.il.us/city-council/>



**POST COUNCIL MEETING
STUDY SESSION AGENDA**

102 North Neil
Champaign, Illinois

Tuesday April 5, 2016	Immediately following the Regular Council Meeting	CITY OF CHAMPAIGN COUNCIL CHAMBERS
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FY 2016/17 Annual Action Plan & 2016 Private Activity Volume Cap Bond [SS 2016-016](#)

Public Hearing: FY2016/17 Annual Action Plan

Adjournment

The City of Champaign strives to ensure that its programs, services, and activities are accessible to individuals with disabilities. If you are an individual with a disability and require assistance to observe or participate, please contact the City of Champaign, City Manager's Office, at 403-8710 or by TDD 403-8736 at least 48 hours prior to the scheduled meeting with your specific request. Council Bills, Reports to Council, and Minutes are now available on our website in PDF format at www.ci.champaign.il.us/city-council/

Grantee SF-424's and Certification(s)

OMB Number: 4C40-0004
Expiration Date: 04/31/2012

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission		
<input type="checkbox"/> Preapplication	*2. Type of Application	
<input checked="" type="checkbox"/> Application	<input type="checkbox"/> New	*If Revision, select appropriate letter(s):
<input type="checkbox"/> Changed/Corrected Application	<input checked="" type="checkbox"/> Continuation	* Other (Specify)
	<input type="checkbox"/> Revision	
*3. Date Received:		4. Application Identifier: 171218
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:
State Use Only:		
6. Date Received by State:		7. State Application Identifier:
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Champaign		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 37-6000471		*c. Organizational DUNS: 042230248
d. Address:		
*Street1: 102 N Neil St		
Street 2:		
*City: Champaign		
County: Champaign		
*State: IL		
Province:		
Country: USA		*Zip/ Postal Code: 61820
e. Organizational Unit:		
Department Name: Neighborhood Services Department		Division Name: Neighborhood Programs Division
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix:		First Name: Kevin
Middle Name: J		
*Last Name: Jackson		
Suffix:		
Title: Neighborhood Services Director		
Organizational Affiliation:		
*Telephone Number: 217-403-7070		*Fax Number: 217-403-7090
*Email: kevin.jackson@ci.champaign.il.us		

Application for Federal Assistance SF-424		Version 02
9. Type of Applicant 1: Select Applicant Type:	C. City or Township Government	
Type of Applicant 2: Select Applicant Type:	- Select One -	
Type of Applicant 3: Select Applicant Type:	- Select One -	
*Other (specify):		
*10. Name of Federal Agency:	US Dept. of Housing and Urban Development	
11. Catalog of Federal Domestic Assistance Number:	14-218	
CFDA Title:	Community Development Block Grant	
*12. Funding Opportunity Number:	N/A - Entitlement Grant	
*Title:		
13. Competition Identification Number:	N/A - Entitlement Grant	
Title:		
14. Areas Affected by Project (Cities, Counties, States, etc.):	City of Champaign, Champaign County, Illinois	
*15. Descriptive Title of Applicant's Project:	Annual Action Plan 2016/17 Affordable Housing and Neighborhood Improvement Programs	
Attach supporting documents as specified in agency instructions.		

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
*a. Applicant	Fifteenth	*b. Program/Project: Fifteenth
Attach an additional list of Program/Project Congressional Districts if needed.		
17. Proposed Project:		
*a. Start Date:	07/01/2016	*b. End Date: 06/30/2017
18. Estimated Funding (\$):		
*a. Federal	\$643,164.00	
*b. Applicant		
*c. State		
*d. Local		
*e. Other	\$1,494,758.00 (Section 108 - FY2016/17)	
*f. Program Income	\$21,800.00	
*g. TOTAL	\$2,159,722.00	
19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372		
20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)		
<input checked="" type="checkbox"/> **I AGREE		
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.		
Authorized Representative:		
Prefix:	*First Name: Dorothy	
Middle Name:	Ann	
*Last Name:	David	
Suffix:		
*Title:	City Manager	
*Telephone Number:	217-403-8710	Fax Number: 217-403-7090
*Email:	dorothy.david@ci.champaign.il.us	
*Signature of Authorized Representative:		Date Signed: April 28, 2016

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

N/A

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-L.L.I., "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.


Signature/Authorized Official

Date 4/28/16

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2016, 2017 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

Corothy J. David April 28, 2016
Signature/Authorized Official Date

City Manager
Title

**OPTIONAL CERTIFICATION
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

N/A

Signature/Authorized Official

Date

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

N/A

Signature/Authorized Official

Date

Title

ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for such individuals.

Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

N/A

Signature/Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.