1. CALL TO ORDER

11:30 AM meeting was called to order by Chairman Tim Elliott at 11:31 AM.

2. ROLL CALL

PRESENT: Anderson, Berley, Chaplin, Chassee, Elliott, Grill, Krucek, Tornatore, Wiley (Remote)
ABSENT: Bastian, Broder, Chrisse, Grasso

Staff Present: Mary Keating, Community Services Director; Jennifer Chan, Community Development Administrator; Barb Temborius, Community Development Specialist; Therese Witkus, Community Development Specialist; Christopher Donovan, Community Development Specialist; Dorin Fera, Community Development Specialist; Tom Schwertman, Community Development Specialist; Ben Leitschuh, Community Development Specialist, and Nicole Rashan, Principal Account Clerk.

State’s Attorney - Patrick Collins.

Others Present: Dawn Dina, Management Analyst - DuPage Mayors and Managers Conference.

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES

A. Home Advisory Group - Regular Meeting - Dec 5, 2017 11:30 AM

There were no changes or additions to the Minutes.

On a voice vote, the Minutes were approved.

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Elizabeth Chaplin, District 2
SECONDER: Janice Anderson, District 5
AYES: Anderson, Berley, Chaplin, Chassee, Elliott, Grill, Krucek, Tornatore, Wiley
ABSENT: Bastian, Broder, Chrisse, Grasso
5. ACTION ITEMS

A. Action Item -- Recommendation for Approval of the 6th Revision to the Property Standards Policy.

Chan directed the Committee to page 13 of the packet for the paragraph pertaining to the noise attenuation language.

Wiley asked why the change was necessary. Chan said per HUD’s requirement, the Department is to have a policy which includes language addressing noise attenuation. With this policy in place, it eliminates the need for staff to research noise attenuation for each individual project going through the Environmental Review Process.

RESULT:
APPROVED [UNANIMOUS]

MOVER: Elizabeth Chaplin, District 2
SECONDER: Patrick Grill, Vice Chair
AYES: Anderson, Berley, Chaplin, Chassee, Elliott, Grill, Krucek, Tornatore, Wiley
ABSENT: Bastian, Broder, Chrissie, Grasso

B. Action Item -- Recommendation for Approval of the 8th Revision to the Underwriting Standards for Rehabilitation Programs Policy.

Elliott requested clarification from staff that the principal changes being made were to conform this to grant funding rather than loan funding.

Chan said yes, this was actually cleanup of a previously approved policy change. The “residual beneficiaries” reference was removed, as it is now a grant program and no longer necessary to know if the beneficiary who inherits the home is income qualified. The financial concern now is only the homeowner’s eligibility at the time of the application process.

Also clarified was codifying the use of HUD-published HOME affordable homeownership limits as the maximum home value for assistance by the program, as well as the use of the Fair Cash Value as determined by the DuPage County Assessor’s Office as a factor for determining the maximum home value. If a property has a recorded mortgage that exceeds the FCV, including a Home Equity Conversion Mortgage (HECM), a determination will be made whether or not that affects the eligibility of the property.

The last change was removal of the reference to the IRS 1040 form. The majority of the clients who apply are seniors and do not have to fill out this form. Chan told the committee that Chris Donovan, who runs the program, was in the audience if they should have any in depth questions about the program.
Krucek asked if not requiring the 1040, was it assumed the household automatically income qualified. Donovan said they still have to provide total household income documentation, i.e. Social Security benefits statement, any pension benefits, etc. to make sure they have enough income to pay bills and were not in danger going into foreclosure.

There were no other questions.

On a roll call vote, the motion passed.

| RESULT: APPROVED [UNANIMOUS] |
| MOVER: John Berley, Addison Asst Village Mngr/Community Dev Di |
| SECONDER: Elizabeth Chaplin, District 2 |
| AYES: Anderson, Berley, Chaplin, Chassee, Elliott, Grill, Krucek, Tornatore, Wiley |
| ABSENT: Bastian, Broder, Chrise, Grasso |

6. OTHER BUSINESS
There was no other business

7. ADJOURNMENT
Chaplin made the motion, seconded by Grill, to adjourn the meeting at 11:38am.

On a voice vote, the motion passed.

8. NEXT MEETING DATE - FEBRUARY 6, 2018