1. **CALL TO ORDER**

11:35 AM meeting was called to order by Chairman Patrick Grill at 11:53 AM.

**11:35 AM OR IMMEDIATELY FOLLOWING HOME ADVISORY GROUP**

2. **ROLL CALL**

**PRESENT:** Anderson, Bastian, Berley, Chaplin, Elliott, Grill, Tornatore, Ungerleider, Wiley

**ABSENT:** Chassee, Grasso, Krucek

Staff Present: Mary Keating, Community Services Director; Jennifer Chan, Community Development Administrator; Christine Pedersen, Senior Accountant/Community Services Manager; Julie Hamlin, Sr. Community Development Specialist; Barb Temborius, Community Development Specialist; Therese Witkus, Community Development Specialist; Christopher Donovan, Community Development Specialist; Tom Schwertman, Community Development Specialist; Anna Sitton, Community Development Specialist, and Andrew Fackler, Community Development Intern.

State’s Attorney - Patrick Collins.


3. **PUBLIC COMMENT**

There was no public comment.

4. **APPROVAL OF MINUTES**

**A. CDC - Executive Committee - Regular Meeting - Feb 6, 2018 11:35 AM**

Chaplin made the motion, seconded by Anderson, to approve the Minutes as Amended. The amendment made was to Action Item A, the correct spelling of Elliott's name from "Elliot" to "Elliott".

On a voice vote, the motion passed.
RESULT: ACCEPTED AS AMENDED [UNANIMOUS]
MOVER: Elizabeth Chaplin, District 2
SECONDER: Janice Anderson, District 5
AYES: Anderson, Bastian, Berley, Chaplin, Elliott, Grill, Tornatore, Ungerleider, Wiley
ABSENT: Chassee, Grasso, Krucek

5. ACTION ITEMS

A. Action Item -- Recommendation for Approval of the First Substantial Amendment to the 2018 Action Plan.

Keating said that the County received an unexpected, significant increase in the 2018 funds. The current process allows for an increase or decrease in funds. However due to the size of the increase (over 10%) a Substantial Amendment is required.

Some of the B List Neighborhood Investment projects were either funded or received an increase in funding.

<table>
<thead>
<tr>
<th>Project</th>
<th>1/2/18 Project Funding Recommendation</th>
<th>6/5/18 Project Funding Recommendation</th>
<th>Funding Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>$717,845</td>
<td>$790,757</td>
<td>$72,912</td>
</tr>
<tr>
<td>Villa Park Princeton</td>
<td>$300,000</td>
<td>$400,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>Carol Stream ADA</td>
<td>$0</td>
<td>$28,500</td>
<td>$28,500</td>
</tr>
<tr>
<td>Almost Home Kids</td>
<td>$120,000</td>
<td>$141,000</td>
<td>$21,000</td>
</tr>
<tr>
<td>Public Service</td>
<td>$342,000</td>
<td>$376,200</td>
<td>$34,200</td>
</tr>
<tr>
<td>Housing Resource</td>
<td>$166,000</td>
<td>$190,000</td>
<td>$24,000</td>
</tr>
<tr>
<td>Single-Family Rehab</td>
<td>$108,783</td>
<td>$192,376</td>
<td>$83,593</td>
</tr>
</tbody>
</table>

All the Public Service (operating support for housing and homeless services and neighborhood resource centers) can receive up to 15% of the allocated CDBG funds and because of the overall increase, these projects will receive an additional 10%.

An additional $24,000 is being added to the Housing Resource Unit. This is a unit imbedded within the Community Services department. This staff assists with homeless prevention services, case management, family self-sufficiency, tenant-landlord assistance and a number of other housing-related social supports. The department recently took on the added responsibility of managing the Coordinated Entry System for the Homeless...
Continuum of Care. This increased the workload on staff and is the reason for the receipt of additional funds.

Almost Home Kids capital project was given additional funds. Funds were also given to the Single Family Rehab program, and taking the additional administrative funds that comes along with the increase. If the additional administrative funds are not used, they will be rolled into the subsequent year programing.

With the addition of HOME programs funds, a set-aside is being made for an Alden Senior living project. A number of projects are listed in the current Action Plan. This is an indication of what the additional funds may be used for; in no way are the funds being committed to the project.

The Emergency Solutions grant additional funding will be given to Prairie State Legal Services for individuals who are homeless.

The Substantial Amendment is currently in the public comment period. Once this period is closed, the public comments will be incorporated into the amendment and then the document is taken through the County Board approval process.

Grill asked if there were any questions. Chaplin asked what the reason was for the additional funding. Keating said it was through the appropriations process. When Congress approved the 2018 federal budget a compromise was reached so there was both an increase in defense spending and in discretionary domestic spending. This increase does not reflect a change in the formula or represent an increased need.

There were no other questions.

On a voice vote, the motion carried.

RESULT:  APPROVED [UNANIMOUS]
MOVER:  Kevin Wiley, District 6
SECONDER:  Janice Anderson, District 5
AYES:  Anderson, Bastian, Berley, Chaplin, Elliott, Grill, Tornatore, Ungerleider, Wiley
ABSENT:  Chassee, Grasso, Krucek

B. Action Item -- Recommendation to approve changes to the 2019 CDBG Project Applications for Neighborhood Investment and Non-Profit Capital to Require Open Projects to Meet Completion Thresholds.

Chan pointed out a typographical errors in the memo on page 68 of the packet. The last section on that page should have read “Any application currently undertaking a CDBG funded project must meet the following thresholds prior to the 2019 application tentative deadline (October 5, 2018) may not apply for funding.” She went on to say that 2017 projects must be at least 50% drawn and projects prior to 2017 must be 100% completed by the application deadline. Staff will analyze the spending after the
2017 program year to decide if this policy should continue. Losing last year’s construction season makes it imperative that work proceed in a timely fashion this season.

Keating stated that policy was put in place once before. The County has never not met the timeliness ratio before. It was felt that 90% of the reason why the timeless ratio was not met was because the County received its funds so late that the last year’s construction season was lost. However, it cannot be missed again. If it is missed two years in a row, there is a possibility that HUD will sweep those funds. The County is giving the uncompleted projects four-months’ notice that the projects have to move forward. There is always an opportunity if an extraordinary circumstance occurs and an exception is requested, the Committee always has the ability to waive the policy. If it came to October and the project was 47% drawn, they could come to the committee to request the policy be waived. This is to put the projects on notice that projects need to get moving.

On a roll call vote, all ayes, no nays, no abstention, the motion passed.

<table>
<thead>
<tr>
<th>RESULT:</th>
<th>APPROVED [UNANIMOUS]</th>
</tr>
</thead>
<tbody>
<tr>
<td>MOVER:</td>
<td>Kevin Wiley, District 6</td>
</tr>
<tr>
<td>SECONDER:</td>
<td>Janice Anderson, District 5</td>
</tr>
<tr>
<td>AYES:</td>
<td>Anderson, Bastian, Berley, Chaplin, Elliott, Grill, Tornatore, Ungerleider, Wiley</td>
</tr>
<tr>
<td>ABSENT:</td>
<td>Chassee, Grasso, Krucek</td>
</tr>
</tbody>
</table>

C. Action Item -- Recommendation for a Second CDBG-DR Agreement Modification, Second Time Extension with the Village of Villa Park Green Infrastructure Project, Project CDBG-DR-05, Extending the Project Completion Date to December 31, 2018.

Chan directed the committee to the request letter from Villa Park. Villa Park is expecting the construction of this project to be completed by September. Staff is recommending the approval of a time extension to December 31, 2018.

There were no questions.

On a voice vote, the motion passed.

Grill (Villa Park’s Representative to the CDC Executive Committee) thanked the committee for its support stating it has been a difficult construction season for Villa Park.
RESULT: APPROVED [UNANIMOUS]
MOVER: Kevin Wiley, District 6
SECONDER: Elizabeth Chaplin, District 2
AYES: Anderson, Bastian, Berley, Chaplin, Elliott, Grill, Tornatore, Ungerleider, Wiley
ABSENT: Chassee, Grasso, Krucek

D. Action Item -- Recommendation to approve a request from Almost Home Kids, Rehab Improvements, Project CD17-14, for additional funds in the amount of $18,570, bringing the total to $100,771.

Chan informed the Committee that Raeann Jackson with Almost Home Kids was in the audience and available to answer any questions.

An increase in funding was requested, along with a change in scope of work, to improve the Almost Home Kids’ portion of the frontage road by using concrete to support the increased weight of the ambulances coming to and from their facility.

On a voice vote, the motion passed.

RESULT: APPROVED [UNANIMOUS]
MOVER: Janice Anderson, District 5
SECONDER: Sam Tornatore, District 1
AYES: Anderson, Bastian, Berley, Chaplin, Elliott, Grill, Tornatore, Ungerleider, Wiley
ABSENT: Chassee, Grasso, Krucek

6. INFORMATIONAL ITEM - 2017 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)

The 2017 Consolidated Annual Performance Evaluation Report (CAPER) will be available on the Community Development Commission’s website Friday. There is a required 15-day public comment period. The public hearing will be held on Monday June 18th, 5:00pm in room 3-500a. The CAPER and Action Plan are both due on June 29, 2018.

There were no questions.

7. OTHER BUSINESS

Chan let the Committee know that the story map shown at last month’s presentation should be on the website by the end of the week.

8. ADJOURNMENT

Wiley made the motion, seconded by Chaplin, to adjourn the meeting at 12:05pm.

On a voice vote, the motion passed.
9. NEXT MEETING DATE - JULY 10, 2018