DU PAGE COUNTY
CDC - EXECUTIVE COMMITTEE
FINAL AGENDA

September 4, 2018  Regular Meeting  11:35 AM

ROOM 3500B
421 NORTH COUNTY FARM ROAD
WHEATON, IL  60187

1. CALL TO ORDER

   11:35 AM OR IMMEDIATELY FOLLOWING HOME ADVISORY GROUP

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES

   A. CDC - Executive Committee - Regular Meeting - Tuesday August 7th, 2018

5. ACTION ITEMS

   A. Action Item -- Recommendation for Approval of a 5th Modification, 4th Time Extension
      Request for Project CD15-12 – DuPage Pads Roof Replacement and a 2nd Modification,
      2nd Time Extension Request for Project CD17-12 - Client Service Center Building
      Addition - Until March 31, 2019.

6. OTHER BUSINESS

7. ADJOURNMENT

8. NEXT MEETING DATE - OCTOBER 2, 2018
1. CALL TO ORDER

11:35 AM meeting was called to order by Chairman Patrick Grill at 12:28 AM.

11:35 AM OR IMMEDIATELY FOLLOWING HOME ADVISORY GROUP

2. ROLL CALL

PRESENT: Anderson, Bastian, Berley, Chaplin, Chassee, Grill, Krucek, Tornatore, Ungerleider, Wiley
ABSENT: Elliott, Grasso

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

State’s Attorney - Patrick Collins.

Others Present: Anne O’Dell, Executive Director - DuPage Homeownership dba H.O.M.E. DuPage; Jo Albert, Senior Housing Counselor - DuPage Homeownership dba H.O.M.E. DuPage and Evan Shields, Public Information Officer - DuPage County.

3. PUBLIC COMMENT

There was no public comment.

4. APPROVAL OF MINUTES

A. CDC - Executive Committee - Regular Meeting - Jun 5, 2018 11:35 AM

There were no comments, corrections or questions.

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

5. ACTION ITEMS

A. Action Item -- Recommendation for Approval of FY2019 Neighborhood Investment Application Changes.

Chan informed the Committee that FY2019 Community Development Block Grant Notice of Funding Availability was sent out last week. The dates of the Mandatory meetings have been announced; August 23th and August 24th. Two changes are proposed to the 2019 Neighborhood Investment Application. The first is clarification of the match requirement. The Department will be looking at a 25% match requirement for construction costs only. The second change is awarding additional points for Opportunity Zones/ Opportunity Areas/ Neighborhood Revitalization Strategy Areas.

Chan mentioned that a survey was sent out which contained questions relative to this application. A handful of responses were received. It was decided to table this survey for next year when work begins on the next five-year Consolidated Plan. The department does not want to make changes that are anecdotal, but want to make sure that the needs of the community are fully met and if there are any applications barriers that prevent communities from applying for these funds. If any committee members have any thoughts, please reach out to the Department.

Berley, with the Village of Addison, thanked all for the Opportunity Zone bonus points in which the Village of Addison had the only area in all of DuPage County.

Keating said it is an interesting program that was developed under the recent tax reform. It allows individuals who have unrealized capital gains to invest those unrealized capital gains into an Opportunity Zone. It lowers their tax liabilities by 15 basis points, and defers their tax liability for 10 years at a flat liability. It negates any tax liability of profit made from that investment.

Opportunity Zones were created by formula. Eligible areas were outlined by the Treasury Department and each governor approved 25% of their eligible areas as opportunity zones. DuPage County submitted a number of requests to the Governor’s Office. Addison was the only area awarded an Opportunity Zone in DuPage County.

Berley said that this area is north of Lake Street, between Mill Road and Interstate 290. This area includes Maple Meadows Golf Course and Oak Meadows Golf Course. Keating said one of the areas requested to be an Opportunity Zone was the business park...
in West Chicago and it was not selected. This was a disappointment. Keating said that investment firms will create funds and these funds have to be invested into an opportunity zone. Berley said there at least 6 trillion dollars out there to be invested. Keating said the National Association of Counties had an excellent presentation and downtown Aurora has a significant number of opportunity zones.

On a Roll Call vote, all ayes, no nays, no abstentions, the motion passed.

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

6. OTHER BUSINESS
There was no other business.

7. ADJOURNMENT
Wiley made the motion, seconded by Berley, to adjourn the meeting at 2:37pm.

On a Voice Vote, the motion passed.

8. NEXT MEETING DATE - SEPTEMBER 4, 2018
To: Community Development Commission Executive Committee

From: Mary A. Keating, Director
Department of Community Services

Date: August 15, 2018

Subject: DuPage P.A.D.S., Inc. (PADS)
CD15-12 Client Service Center Roof Replacement
Request for 5th Modification, 4th Time Extension/
CD17-12 Client Service Center Building Addition
Request for 2nd Modification, 2nd Time Extension

On February 10, 2015, the County Board approved CD15-12 as part of the 2015 Action Plan of the 2015-2019 DuPage County Consolidated Plan. At PADS’s request, the project budget was revised and increased to $31,209 on March 8, 2016 to fully fund the project scope – i.e. removal of existing roof and replacement with a new roof at the Client Service Center located at 703 W. Liberty Drive, Wheaton, IL 60187.

While CDBG funds were being anticipated for the roof replacement, PADS applied for additional funding to expand the Client Service Center building so that appropriate space could be provided for facilitated group support sessions. On March 28, 2017, the County Board approved $288,957 in CDBG funds for the addition to the building, identified as project CD17-12 as part of the 2017 Action Plan.

As the County anticipated its HUD 2017 allocation of CDBG funds, PADS combined these two CDBG projects to maximize efficiency of funds, labor, and the least disruption of client programs. Delays including changing of building addition to include a basement and not receiving HUD funds until October 2017 affected the start of the project. Because the projects were approved under different Action Plan years, the expiration date of CD15-12 was approved to September 30, 2018 to coincide with the expiration date of CD17-12.

As detailed in the accompanying letter, PADS requests a time extension to March 31, 2019 for the completion of the project. An updated construction completion timeline is also provided.

**Recommendation:** Staff recommends approval of CD15-12 Client Service Center Roof Replacement, 5th Modification, 4th Time Extension to March 31, 2019. Staff also recommends approval of CD17-12 Client Service Center Building Addition, 2nd Modification, 2nd Time Extension to March 31, 2019.

If you have any questions regarding this recommendation, please contact me at 630-407-6457.
August 6, 2018

Mary Keating, Director
DuPage County Community Services Department
421 N. County Farm Road
Wheaton, IL 60187

Dear Ms. Keating,

We received a CDBG grant award for the Client Service Center (703 building) for the roof project #CD15-12 dated February 10, 2015 and received a funding increase to $31,209 on March 8, 2016.

When we considered adding an addition to the Client Service Center, we realized we should delay replacing the roof (as it was not yet leaking) until the building addition was complete to ensure we had a roof of consistent integrity and appearance. We then requested an extension on the CD15-12 grant which was approved.

As the Client Service Center had required a special use permit from the City of Wheaton, we met with city staff and determined we would have to repeat that process to obtain a special use permit for a possible addition to the building. That required surveys, sketches of the building, meetings with the city staff and ultimately a presentation at a Public Hearing and the Planning and Zoning commission. This process alone took three months.

Concurrently, DuPagePADS submitted a grant request for the anticipated addition and received County Board approval for a CDBG award in the amount of $288,957. However, the funds were not available until October 24, 2017. Consequently, that affected the timing of retaining a civil engineer and architect for matching funds.

Although the addition is rather small, only approximately 1,000 sf, the project itself is complex as it is controlled by the existing building parameters, the fact that we must add additional storm water detention under the existing parking lot and have unsuitable material in the ground located where the addition is to be built. We had initially anticipated a single-story building on a concrete slab foundation. However, since we are required to excavate approximately 5-6 feet of unsuitable material, we had to go back and modify our plans to accommodate a basement. The combination of those issues required us to extend our design time line.

Thereafter, as the plans were being reviewed by the Wheaton Building Department, additional requirements and information were requested that weren’t anticipated, i.e. response to the Illinois Construction Code added more time. We used the County provided contractor list for MBE & WBE and emailed appropriate contractors from that list and received one response from Austin Homes. We did more bid outreach through ads with Dodge, BidOcean, and the Daily Herald and currently have four interested general contractors who will be sent bid documents.
At this time, we believe the following construction schedule can be projected:

August - Bidding activity
September 2018 - Contract award and construction start
October 2018 - Foundation completed
November 2018 - Exterior of building complete, under roof
December 2018 - Interior finishes

January 2019 - Construction completed.

We respectfully request the six month time extension from September 30, 2018 to March 31, 2019.

Sincerely,

Carol Simler, President and CEO
DuPagePads
MODIFICATION FIVE TO COMMUNITY DEVELOPMENT COMMISSION
AGREEMENT CD15-12
TIME EXTENSION FOUR

THIS FIFTH MODIFICATION TO AGREEMENT is entered into this ___ day of
_______, 2018 by and between the COUNTY OF DU PAGE, Illinois (hereinafter called
“COUNTY”) and DUPAGE P.A.D.S., Inc., an Illinois not-for-profit corporation, having a
principal place of business at 601 W. Liberty, Wheaton, IL 60187 (hereinafter called
“SUBGRANTEE”). The purpose of this MODIFICATION FIVE is to modify an existing
agreement between the above parties known as Community Development Commission Agreement
CD15-12, which was adopted by Resolution CD-R-0094-15 on February 10, 2015, to grant
funding in the amount of Thirty-One Thousand Two Hundred Nine and 00/100 DOLLARS
($31,209.00) for the purpose of roof replacement: (hereinafter, together with any previous
modifications thereto, called “Agreement”).

In consideration of the premises of the Agreement, and for other good and valuable
consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby
agree to the following modification of the terms of the Agreement.

1. The time period covered by the CD15-12 Agreement is hereby extended to March
   31, 2019 with no gap in funding timeframe.

In all other respects, the terms and conditions of the Agreement shall remain in full force
and effect with no gaps in time.
IN WITNESS WHEREOF, the parties hereto have executed this Modification on the dates recited below:

COUNTY OF DU PAGE, a body politic in the State of Illinois

By: _____________________________________
    Daniel J. Cronin, Chairman
    DuPage County Board

Date: _____________________________________

Attest: _____________________________________
    Paul Hinds, County Clerk

SUBGRANTEE: DuPage PADS, Inc., a not-for-profit corporation in the State of Illinois
601 W. Liberty, Wheaton, IL 60187

BY: _____________________________________
    Signature
    Printed Name: Carol Simler
    Title: President and CEO

ATTEST: _____________________________________
    Signature
    Printed Name: _________________________
    Title: ______________________________
MODIFICATION TWO TO COMMUNITY DEVELOPMENT COMMISSION
AGREEMENT CD17-12
TIME EXTENSION TWO

THIS SECOND MODIFICATION TO AGREEMENT is entered into this ____ day of
_______, 2018 by and between the COUNTY OF DU PAGE, Illinois (hereinafter called
“COUNTY”) and DUPAGE P.A.D.S., Inc., an Illinois not-for-profit corporation, having a
principal place of business at 601 W. Liberty, Wheaton, IL 60187 (hereinafter called
“SUBGRANTEE”). The purpose of this MODIFICATION TWO is to modify an existing
agreement between the above parties known as Community Development Commission Agreement
CD17-12, which was adopted by Resolution HHS-R-0184-17 on March 28, 2017, to grant funding
in the amount of Two Hundred Eighty Eight Thousand Nine Hundred Fifty-Seven and 00/100
DOLLARS ($288,957.00) for the purpose of constructing a building addition to the Client Services
Center at 705 W. Liberty Drive, Wheaton, IL 60187: (hereinafter, together with any previous
modifications thereto, called “Agreement”).

In consideration of the premises of the Agreement, and for other good and valuable
consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby
agree to the following modification of the terms of the Agreement.

1. The time period covered by the CD17-12 Agreement is hereby extended to March
31, 2019 with no gap in funding timeframe.

In all other respects, the terms and conditions of the Agreement shall remain in full force
and effect with no gaps in time.
IN WITNESS WHEREOF, the parties hereto have executed this Modification on the dates recited below:

COUNTY OF DU PAGE, a body politic in the State of Illinois

By: _____________________________________
    Daniel J. Cronin, Chairman
    DuPage County Board

Date: _____________________________________

Attest: _____________________________________
    Paul Hinds, County Clerk

SUBGRANTEE: DuPage PADS, Inc., a not-for-profit corporation in the State of Illinois
             601 W. Liberty, Wheaton, IL 60187

BY: _____________________________________
    Signature
    Printed Name: Carol Simler
    Title: President and CEO

ATTEST: _____________________________________
    Signature
    Printed Name: _________________________
    Title: ______________________________