1. CALL TO ORDER
   11:30 AM OR IMMEDIATELY FOLLOWING DEVELOPMENT COMMITTEE

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES
   A. Home Advisory Group - Regular Meeting - Tuesday September 4th, 2018

5. ACTION ITEMS
   A. Action Item -- Recommendation for Approval of the Revised 6-Month Incremental Time Extension Policy.

6. OTHER BUSINESS

7. ADJOURNMENT

8. NEXT MEETING DATE - JANUARY 8, 2019
1. CALL TO ORDER

11:30 AM meeting was called to order by Chairman Patrick Grill at 11:33 AM.

2. ROLL CALL

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

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, Anna Sitton, Community Development Specialist, and Autumn Dehnart, Senior Accountant Clerk.

State’s Attorney - Patrick Collins.

Others Present: Carol Simler - DuPage Pads; Rik Alex - DuPage Pads and Jo Albert - DuPage Homeownership Center dba H.O.M.E. DuPage.

3. PUBLIC COMMENT

There was no public comment.

4. APPROVAL OF MINUTES


There were no questions or comments.

On a voice vote, the motion passed.
RESULT: ACCEPTED [UNANIMOUS]
MOVER: Sam Tornatore, District 1
SECONDER: Elizabeth Chaplin, District 2
AYES: Anderson, Bastian, Berley, Chaplin, Elliott, Grill, Tornatore, Wiley
ABSENT: Broder, Chassee, Grasso, Krueck, Ungerleider

5. ACTION ITEMS

A. Action Item -- Recommendation for Approval of a 4th Modification, 4th Time Extension
Request for Project CD15-23A – DuPage Homeownership Center Closing Cost Grant -
Until March 31, 2019.

Chan introduced Jo Albert, from DuPage Homeownership Center dba H.O.M.E DuPage,
to the Committee to provide the program update requested at August’s meeting.

Albert explained that H.O.M.E DuPage had fully intended to have fully utilized the
HM15-01 funds by the September 31, 2018 deadline. Unfortunately, three contracts fell
through. One contract failed because the corner of the lot was in a flood plain. HOME
funds were unable to be used for that transaction. In August, two other contracts fell
through because the sellers were unwilling to postpone the closing to give the borrowers
enough time to finalize their secondary funding through DuPage County. She
respectfully requested that the Committee allow this additional time extension to utilize
all the funds.

Families are currently out shopping for homes. There are two, possibly four, families who
will begin shopping this month. Clients are still interested in the program. Currently,
about 114 viable households are working on their action plans hoping to purchase within
the next few months.

There were no additional comments or questions.

On a voice vote, the motion passed.

RESULT: APPROVED [UNANIMOUS]
MOVER: Tim Elliott, Vice Chairman
SECONDER: Elizabeth Chaplin, District 2
AYES: Anderson, Bastian, Berley, Chaplin, Elliott, Grill, Tornatore, Wiley
ABSENT: Broder, Chassee, Grasso, Krueck, Ungerleider

B. Action Item -- Recommendation for Approval of a 4th Modification, 4th Time Extension
Request for Project HM15-01 – DuPage Homeownership Down Payment Assistance
Grant - Until March 31, 2019.
Keating explained to the Committee that the reason there were two different agreements is because HOME funds are used for the Homebuyer's program and CDBG funds are used for downpayment assistance.

There were no questions or comments.

On a voice vote, the motion passed.

<table>
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<tr>
<th>RESULT:</th>
<th>APPROVED [UNANIMOUS]</th>
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<tbody>
<tr>
<td>MOVER:</td>
<td>Kevin Wiley, District 6</td>
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<tr>
<td>SECONDER:</td>
<td>Elizabeth Chaplin, District 2</td>
</tr>
<tr>
<td>AYES:</td>
<td>Anderson, Bastian, Berley, Chaplin, Elliott, Grill, Tornatore, Wiley</td>
</tr>
<tr>
<td>ABSENT:</td>
<td>Broder, Chassee, Grasso, Krucek, Ungerleider</td>
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6. OTHER BUSINESS
There was no other business.

7. ADJOURNMENT
Wiley made the motion, seconded by Tornatore, to adjourn the meeting at 11:36am.

On a voice vote, the motion passed.

8. NEXT MEETING DATE - OCTOBER 2, 2018
TO: HOME Advisory Group

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

DATE: November 14, 2018

RE: Time Extension Policy Update

Background:
The Community Development Commission (CDC) Executive Committee approved a Time Extension policy on 09/09/1997. Revisions to the policy were approved by the CDC Executive Committee on 02/06/2018.

The current revision to the policy will allow for a second 6-month time extension request to be approved by the CDC Executive Committee, HOME Advisory Group, or in some instances, by the Health & Human Services (HHS) Committee. This change will eliminate the need for the CDC Executive Committee or HOME Advisory Group to meet when the only items on the agenda are simple time extensions. If HHS approves an extension, the advisory committees will be notified at the next meeting.

Recommendation: Staff recommends the approval of the updated Time Extension policy.

If you have any questions regarding the above recommendation, please contact me at 630-407-6457.
TIME EXTENSION – 6 MONTH INCREMENTS S, 18 MONTHS (Approved by CDC Executive Committee 09/9/1997, Revised and Approved by the CDC Executive Committee on 02/06/2018)

1. The first 6-month extension is permitted as an administrative action of the staff (Director). With rare exceptions, the need for the extension is clear and uncontested.

2. Instances where the staff is recommending denial of the extension based on policies of the CDC, the request should go to the HOME Advisory Group or Community Development Executive Committee for action.

3. At the discretion of the Director of Community Services, the second 6-month time extension request, may either be approved by the CDC Executive Committee, HOME Advisory Group, or in some instances by the County Board’s Health and Human Services (HHS) Committee. If HHS approves the extension, the appropriate advisory committees will be notified at its next meeting.

3. The requirement for full CDC concurrence after 18 months is eliminated. Previously, staff had to notify the full CDC of the extension and wait for 30 days for comments before enacting the extension. This often created a delay for the subgrantee.