1. CALL TO ORDER

11:05 AM meeting was called to order by Chairman Sheila Rutledge at 11:30 AM.

11:05 AM OR IMMEDIATELY FOLLOWING HOME ADVISORY GROUP

2. ROLL CALL

PRESENT: Bastian, Chaplin, Chassee, Crandall, DeSart, Grill, Krucek, Ozog, Renehan, Rutledge, Ungerleider
ABSENT: Selmon

Staff Present: Mary Keating, Community Services Director; Christine Pedersen, Senior Accountant/Community Services Manager; Julie Hamlin, Community Development Manager; Elizabeth Dunn, Senior Community Development Specialist; Tom Schwertman, Community Development Specialist; Michael Walker, Community Development Specialist; Anna Sitton, Community Development Specialist; and Janna Divito, Community Development Specialist.

County Board Member - Pete DiCianni
State's Attorney - Paul Bruckner

Others Present: Dave Neary - Executive Director of DuPage Habitat for Humanity; Jennifer Taff - Director of Community Engagement for DuPage Habitat for Humanity; Christine Lewis - Executive Director for Midwest Shelter for Homeless Veterans; Kat Gilman - Program Officer for Midwest Shelter for Homeless Veterans; Angelica Lopez - 360 Youth Services; Karin Obman - Vice President of Finance for DuPage Pads; Tim Harbaugh - Deputy Director of Facilities Management, DuPage County; Christine Kliebhan - Financial Analyst for the DuPage Care Center; Joe Breining - DuPage Mayors & Managers Conference; Sheryl Markay - Chief Policy and Program Officer, DuPage County; Evan Shields - Public Information Officer, DuPage County; Jonathon Nelson - Policy & Program Manager, DuPage County; and County Board Intern Charlie Crane.

3. PUBLIC COMMENT

There was no public comment.

4. APPROVAL OF MINUTES
CDC - Executive Committee - Regular Meeting - Nov 5, 2019 11:05 AM

On a Voice Vote, all Ayes, the Minutes of November 5, 2019 were approved.

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<thead>
<tr>
<th>RESULT:</th>
<th>ACCEPTED [UNANIMOUS]</th>
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<tbody>
<tr>
<td>MOVER:</td>
<td>Patrick Grill, Villa Park Director of Community Development</td>
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<tr>
<td>SECONDER:</td>
<td>Elizabeth Chaplin, District 2</td>
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<tr>
<td>AYES:</td>
<td>Bastian, Chaplin, Chassee, Crandall, DeSart, Grill, Krucek, Ozog, Renehan, Rutledge, Ungerleider</td>
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5. 2020-2022 CDBG/ESG/NIV SCORING APPEALS - IF NECESSARY

6. COMMITTEE VOTE REQUIRED

A. Action Item -- Recommendation for a Modification Two to a CDBG-DR Agreement between DuPage County and the Village of Villa Park, Project #CDBG-DR-10 Sugar Creek Watershed / Jackson Pond Overflow Project, extending the Agreement expiration date to September 30, 2020.

There were no corrections or additions.

On a Voice Vote, all Ayes, the motion passed.

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<tr>
<td>MOVER:</td>
<td>Dawn DeSart, District 5</td>
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B. Action Item -- Modification Five to a CDBG-DR Agreement between DuPage County and the Village of Villa Park, Project #CDBG-DR-05, Washington Corridor Green Infrastructure Project, extending the Agreement expiration date to June 30, 2020.

There were no corrections or additions.

On a Voice Vote, All Ayes, the motion passed.
C. Action Item -- 2019 Action Plan Substantial Amendment One, DuPage Care Center Set-Aside, and 2020-2022 CDBG/ESG Funding Recommendations.

Mary Keating stated this is a culmination of the application process the Community Development Commission went through this past fall. We solicited for applications in October, 2019 and are starting our new five-year consolidated plan for Housing & Community Development. For the first time we are recommending multi year funding as opposed to an annual application process, hoping to bring more certainty to the applicants for planning, and allowing our staff some extra flexibility. We are hoping it will be more efficient in managing our funds over the next three years.

Keating praised her staff for reviewing 60 applications over the last several months, an arduous process with an incredible amount of detail and work.

Keating stated that when applications were taken, we were expecting to recommend projects for 2020, 2021, and 2022. At the end of 2019, we received a significant amount of program income ($1,000,000) due to two properties being sold with repayment schedules, that we previously assisted with CDBG funds. HUD requires us to notify them of what our action plan is for each funding year. Typically, we accept the program income and roll it into the upcoming program year. Assuming our 2020 action plan will not be approved until June 2020, we absorbed the funds into the 2019 action plan, which is when we received the funds. This will also allow us to allocate the funds to a current project. We will not meet our timeliness ratio, which is a calculation of how much we have in our federal line of credit compared to our annual allocation but if we can spend this before next year, it will not be a problem.

The first recommendation is to move three of these infrastructure projects from 2020 to the 2019 Action Plan.

Keating stated we have been providing CDBG funding to the DuPage Care Center for several years which is serving the most vulnerable population, with 75-80% of the Care Center residents Medicaid eligible. The second recommendation, at least for the next three years, is to establish an annual set-aside for the Care Center for $400,000. We have set-asides for other projects, such as our Homeless Management Information System, our Housing Resource Unit, and our Single-Family Rehab Program.

Member Chaplin asked if is this in addition to the County subsidy and not a replacement. Ms. Keating replied the County subsidy assists with operational needs and this set-aside is strictly for capital improvements.

To summarize the actual projects, Keating stated for the Neighborhood Investment we received eleven applications from six municipalities. We recommend three go into the 2019 Action Plan, and seven go into the three-year funding cycle. One project was not eligible because it was on private land, which is excluded from CDBG funding eligibility.
For Public Facilities, we received 22 applications from 15 organizations. We recommend 13 projects that are both eligible and meet the scoring cutoff. Six projects did not receive sufficient scores.

The Neighborhood Resource Centers are typically in low income apartment complexes and provide after school programming, ESL, parenting, job coaching, and budget counseling for adults. We had three applications from two organizations, and we recommend all three receive funding.

A total of 23 applications were received for Public Service Need and the Emergency Solutions Grant (ESG), which provides operating funds for salaries, benefits, and case managers. Three applicants didn’t make minimum requirements, the rest are recommended for funding.

Any organization that applied for funding received notification last week regarding the posting of the CDC Executive Committee agenda. We will hold two public hearings during the next six weeks to cover the quantity of information from the Five-Year Consolidated Plan, the three-year funding cycle, and the modification of the 2019 Action Plan.

Keating concluded that once we get the actual allocation from HUD, we will complete our 2020-2024 Consolidated Plan and 2020 Action Plan. We do not anticipate a significant variation in the 2020 federal budget.

Member Chaplin asked why it seems like the same agencies are repeatedly receiving funding each year. Keating responded that there are a limited number of agencies servicing low to moderate income individuals. Additionally, an agency has to have the capacity to manage a federal grant. The regulations attached to managing the federal funds, including the amount of paperwork, are a major responsibility.

On a Voice Vote, all Ayes, the motion passed.

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7. OTHER BUSINESS

Update on Single-Family Rehabilitation Program - File SRF #1729

Keating gave an update on the waiver request to go over the typical limits for our Single-Family Rehab Program. Due to a collapsed sewer line, a townhome had become uninhabitable. With tremendous cooperation and collaboration between the Single-Family Rehab Program, Public Works, and Building & Zoning staff, we restored the quality of life for an individual that was a true success story in Community Services.

8. ADJOURNMENT

Grill made the motion, seconded by Chaplin, to adjourn the meeting at 11:50 AM.
9. NEXT MEETING DATE - FEBRUARY 4, 2020