

**Will County CDBG, HOME Consortium and ESG Programs
For the Program Year 2021 Action Plan**

Public Hearing Date: Thursday, June 3, 2021 at 1:00 to 3:00 p.m.

Webex Virtual Meeting

<https://willcountyillinois.webex.com/willcountyillinois/onstage/g.php?MTID=e6e060afd4eec8f917041f0869d4e2ddc>

AGENDA

Introduction

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| 1. Call meeting to order | Jennifer Bertino-Tarrant, County Executive |
| 2. Pledge of Allegiance | Jennifer Bertino-Tarrant, County Executive |
| 3. Advisory Board Roll Call | Brooke Sims, Administrative Assistant, Land Use Dept. |

Old Business

4. Approval of Minutes from 5/19/21, 6/2/20, 5/19/20 meetings

New Business

5. Public Hearing – PY2021 CDBG/HOME/ESG
- A. Motion to open Public Hearing
 - B. Place Public Hearing Notice on File
 - C. Statement from Staff
 - i. Funding amounts available and process
 - ii. Funding criteria & priorities
 - D. Staff presentation of County set-asides and recommended Annual Action Plan project selections
 - i. CDBG, HOME, ESG
 - E. Opportunity for Advisory Board members to ask questions of the applicants
 - F. Public Comment on staff recommended Annual Action Plan project selections
 - G. Motion to close Public Hearing
6. Annual Action Plan project selections – Discussion & Action Item.
- A. Motion to recommend the Annual Action Plan project selections to the County Board for approval
7. Proposed changes to Bylaws – Discussion & Action Item.
- A. Motion to recommend the proposed amendments to the CDBG/HOME Advisory Board bylaws to the County Board for approval
8. Amendment to the HOME Consortium Agreement between the County, City of Joliet and Village of Bolingbrook – Discussion & Action Item
- A. Motion to recommend the proposed amendments to the HOME Consortium Agreement to the County Board for approval
9. Public Comment
10. Announcements
- June 17 County Board Meeting – HOME Consortium Agreement for approval
 - Annual Action Plan with project selections will be available for public comment from Jun 4 – Jul 6
 - July 15 County Board Meeting – Annual Action Plan with project selections for approval
11. Motion to Adjourn

CDBG/HOME Advisory Board Meeting

MINUTES

May 19, 2021---1:00pm

CALL MEETING TO ORDER

County Executive Bertino-Tarrant called the meeting to order at 1:03PM

PLEDGE OF ALLEGIANCE

County Executive Bertino-Tarrant led the Pledge of Allegiance.

ADVISORY BOARD ROLL CALL

Roll Call was taken by Brooke Sims.

Advisory Board Members Present:

County Executive Bertino-Tarrant

Speaker Cowan

Board Member Mueller

Board Member Fricilone

Executive Director White

A quorum was not met.

County Executive Bertino-Tarrant said, okay so with five members present we do not have a quorum. So we will not be able to approve the minutes of that time so we will move it to June, as well as we will have to hold off on going to public hearing and hopefully we can schedule that next month. So we are now under new business number seven, we allow the staff to discuss the annual action plan project recommendations. This is just discussion items.

Martha Sojka said, thank-you Executive Bertino-Tarrant. Okay so I just wanted to give some background on the dollars and our process for reviewing the applications and how we make our recommendations for the funding. So our funds come the Department of Housing and Urban Development. Annually we receive about 3.5 million dollars. Community Development Division administers the funds including the Village of Bolingbrook CDBF funds and City of Joliet HOME funds. Our goals and priorities are set in the 5-year Consolidated Plan and our Annual Action Plans. Our program year is Oct 1-Sept 30, so this meeting is in regards to the program for 2021 and our Annual Action Plan for those funds. And we do have Oversight from the CDBG/HOME Advisory Board. We currently have about 2.1 Million to support public services, public infrastructure and economic development activities from CDBG. About 1.2 Million from HOME to support affordable housing, development and preservation activities. And then about 146k to support homeless services and outreach.

HUD funds must serve low income families, and that's defined by families earning under 80% of the area median income. Or they must serve a low income area, and that's defined by under 51% AMI. Which shown on the graphic here income limits or the HUD income limits for 2020, just for reference.

We do have a 5-year Consolidated Plan, it's from 2020-2024, so were in program year 2021. We support the Fair Housing Act and the Department of Housing and Urban Development mission to "build strong, sustainable, inclusive communities and quality affordable homes for all." Strong, sustainable and inclusive communities include diverse housing options. Housing must be grounded in a safe built environment and connect to a network of healthy food options, health care, education, jobs, transportation, and open space. There's definitely a lot more needs that what our dollars can assist with so we look to partner with other organizations and agencies that do that work. By focusing on housing, the mission is aligned with HUD, which seeks to utilize housing as a platform for improving quality of life.

Terms of our investment areas, or our funding strategies. Opportunity areas as defined by IHDA, are communities with low poverty, or high access to jobs and low concentration of existing affordable rental housing. So investments in opportunity areas, just as an example would be including housing development opportunities in those areas or next to employment centers and supporting housing choice with down payment assistance or rental assistance in those areas. We also support what is define as Equity areas, which are low-income areas, racially concentrated areas of poverty or other designated areas of disinvestment such as DCEO Enterprise Zones, Opportunity Zones, R3 Zones, etc. Investments in those areas will support opportunities that meet identified needs in the Consolidated Plan and our MAPP Community Health Assessments plan process. So some examples of investment under this area would we water and sewer infrastructure projects, storm water system infrastructure improvements, rehab and public services which include priorities for special needs, food access, housing access and health access. We also support Community Plans, so

support implementation of studies and plans, such as the Continuum of Care and Fair Housing Study, which are developed to meet the identified needs which align with the Consolidated Plan or our strategic plan. And then we also align dollars with various Neighborhood Plans that we have and collaborate partners on the implementation of actions. So two examples of Plans that we have and we work in are Fairmont Neighborhood Plan which was done in 2012 and then Sugar Run Creek Neighborhood Plan.

HUD objectives and then Will County goals in our Consolidated Plan, there's 3 objectives that HUD has with their funding. Provide Decent, Affordable Housing is one of them, it covers a wide range of housing activities that could be undertaken with funds. The objective focuses on housing activities where the purpose is to meet individual family or community housing needs. So in our Consolidated Plan we have identified 10 goals, 3 of those goals fall under Provide Decent, Affordable Housing objective. And that's to Improve Condition of Housing Stock, Create New Affordable Housing, and Increase Homeownership. The second objective that HUD has is Create Suitable Living Environments, this relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment including built environment and also social issues. So we have 6 identified goals under this category, Reduce Homelessness, Eliminate Blighted Conditions, Improve Infrastructure and Facilities, Improve Public Services, Planning, Administration, and Capacity Building, and Advance Fair Housing and Equal Opportunity. The last objective that the HUD has is Expand Economic Opportunities, and this applies to activities related to economic development, commercial revitalization, or job creation. And there's 1 goal identified under this objective and that's just to Increase Economic Opportunities in Will County.

So for our program year 2021 Funding and our Application Criteria, those are the dollar amounts that were allocated to the County. And that's the number of applications we received for those various dollars. So we'll just go through some of our criteria and ranking, all of our applications include various criteria that all has points attached to it. We review the applications and score them based on the different metrics that are identified here, everything from need to an organizational and financial capacity of an organization to undertake a project, the ability to leverage funds, performance measurement priorities, sometimes projects have targeted income benefits, and then target populations that we are seeking to assist. And then there's also a ranking that identifies if we have geographic preferences or priorities in that respect.

So what is presented here is staff's recommendations after the review of the applications that we received. Village of Bolingbrook as mentioned earlier, does receive its own allocation or a portion of the allocation we receive is designated for the Village of Bolingbrook. So they identify what projects they are interested in pursuing. And then our Will County portion is displayed as well. So the projects..some of them are noted as set asides, those are projects that the County or the division itself sets aside in order to complete a project, and then others are as a result of applications. So we have

a set aside to continue the Fairmont water and sewer transfer service, we have a IEPA with the City of Joliet to undertake that project, I believe we are in year 3 of a 5yr agreement, so that \$600,000.00 will go towards that project. We also have an IEPA loan that we are paying back from work that was done in the unincorporated areas of Ridgewood, a number of years ago. Emergency Housing Assistance, this is a program that the Village of Bolingbrook sets aside \$2,000 each year just so they have if the need arises, Housing Assistance is needed for one of their residents it is available. We are also looking to set aside some dollars for that purpose, because we occasionally get cases through our Code Enforcement that require housing assistance or it would help if we had housing assistance dollars to assist. So we are asking to set aside dollars there. The Consortium with the City of Joliet is setting aside dollars for housing services and that is to administer a tenant based rental assistance program. Which is funded with HOME dollars. And then the next down the line, is Bolingbrook they set aside for infrastructure and the dollar amount they are putting towards infrastructure. And then we had an application for Senior Services to do a rehab and repair program, this is a program we funded in years past and it is well received and is doing a great service in the community. It is a repair program for seniors that are income eligible and might need assistance to aid in place or want to aid in place in needing assistance to maintain their home. The amount requested was \$167,000.00, Village of Bolingbrook sets aside \$35,000 for rehab in years prior. They put those dollars into the Senior Services program and that has worked well and we are looking to do that again this year. We are putting \$70,000 towards this project, it doesn't meet the entire amount requested, but we do have rehab dollars that previously funded rehab program that still has money available. So we will be able to fund it at its complete ask, it just wouldn't be out of those dollars. And then we have an application from Homer Township/Lockport Heights sanitary district. We have a multi-year project there to improve the water distribution system, and last year as we were finishing up that project, there were issues with their sewer system, that needs to be addressed. So this application is actually for the sewer system improvements and the in the amount of \$920,000.00, we don't have enough CDBG dollars to cover the full amount with this year's dollars, so this will be, proposed to be a multi-year project and hopefully we can finish it next year so the allocation there is \$520,000.00. With CDBG, there is a cap on public services and that's 15%, so 15% of our allocation can be used on public services. This is the category that we often get the most applications for, and this year it's a little bit different probably because other dollars available in the community. But the applications we received are from the community service console for housing counseling, Village of Bolingbrook puts \$36,000.00 towards that project, and we are meeting the difference for their \$50,000.00 request with the \$14,000.00. CASA which is Court appointed special advocates funded this program in previous years. They provide training for volunteer staff to act as special appointed guardians for kids...abused and neglected kids that are going through the Court system. And abused and neglected kids are a priority population for HUD, so that is recommended for full funding. Catholic Charities has a program for homeless prevention, one of the benefits of this particular program, is that they have a satellite

office or a space out on the East side of the County with University Park. So this is our effort to geographically meet the need, so that is funded with \$50,000.00. And then Will County Center for Community Concerns has an application for homeless services in the amount of \$131,622.00. That is recommended for full funding as well. This program assist with providing match for the Continuum of Care. Which is a network *inaudible* brings \$4 million dollars to the County through HUD for homeless services. So that's being able to provide match for that program is important. We also received an application from Holsten Human Capital for a Heal Pantry at the Riverwalk apartments in the City of Joliet, given that there is a 15% cap our priority funding went to some of the other priorities, so we are not recommending funding for that program. And then we also have a request for match for HMIS, which is the Homeless Service Management Information System. It's another software system that the Continuum of Care uses for homeless services. And that amount of money is matched so we use our Admin to provide match for that program. So that's a summary of CDBG dollars, do you want to pause here and we can talk about any questions or have a discussion about any of those staff recommendations for the CDBG, before we move on to HOME?

County Executive Bertino-Tarrant said, any question?

Board Member Fricilone said, yes I would like to.

County Executive Bertino-Tarrant said, Fricilone was that you?

Board Member Fricilone said, yup.

County Executive Bertino-Tarrant said, okay go ahead.

Board Member Fricilone said, alright so a couple questions, a couple of ideas here. Number one on the IEPA loan, how much more do we have on that loan?... is that just this year's payment or do we have a multi-year payment on that?

Martha Sojka said, it's a multi-year payment on that. And I don't know when that ends, but Tim Mack is on the call. I'm not sure, Tim would you happen to know how many more years we have on that loan?

Tim Mack said, off the top of my head I don't. But I can get that information and email it to you shortly.

Board Member Fricilone said, okay it'll all come into focus with my thought here. On Fairmont, we have 4 more years, right, because that started last year?

Martha Sojka said, we are in year 3 of the 5 year.

Board Member Fricilone said, oh we are in the 3yr already?

Martha Sojka, said um hmm. (and nodded yes)

Board Member Fricilone said, time flies when you're having fun. Uh okay, so that means we got \$1.8 million left. And on the Homer Township/ Lockport Heights is \$920,000.00 the total amount to finish that one?

Martha Sojka said, correct.

Board Member Fricilone said, cause what I'm thinking here is, you obviously have other projects that you'd like to fund as well. And this funding doesn't really start happening until October 1st, right? We have to vote on it, but it doesn't really start until October 1st.

Martha Sojka said, correct.

Board Member Fricilone said, and we can't vote on it today, because we don't have a quorum. My thought is we need to look at the American Rescue plan money and maybe we can do the Fairmont water project, and just pay the darn thing off. It's going to be a million and eight that we still owe on that one. And we can't use ARP funds for loans but if we release the \$600,000.00 that were not going to have to pay for Fairmont we may be able to pay the loan off too. Depending on how many years are left on that, with CDBG funds. And then the same thing on the Homer Township/ Lockport Heights since water and sewer is one of the big pieces under the ARP fund we may be able to get those all off the books right now and allow the CDBG funds to go to other projects that I'm sure you have a list of. So I think it would be *inaudible* Martha, to give us some of the projects like that, give us the total that we still owe. If it's 3 years at \$600,000.00 great, if its 5...well the loan again wouldn't apply to the ARP but it would if you have \$600,000.00 a year to work with. You may be able to pay that off, but the Lockport/Heights water and sewer project, if 920,000.00 is the total amount to finish that, we may be able to do all of that under ARP. Which would then allow you to do your regular projects rather than just concentrating on some big sewer project. That takes up a lot of money and doesn't allow you to go into all other kinds of options and programs. Does that make sense?

Martha Sojka said, yup, that is definitely something that we can consider. Do we have a time frame for the ARP dollars? Just for my own understanding because obviously we are part of a process that is bigger than us when it comes to the HUD funding.

Board Member Fricilone said, right.

Martha Sojka said, and our approval requirements, so the annual action plan does need to go before the County Board with some projects identified by July. So that we can meet our target date of August for submission to HUD. But that's not to say that we can't amend the action plan once we have another source of funds identified for a project. One strategy would be to go forward with what's proposed but then if there are other dollars through ARP that are made available to these various projects we amend the action plan to reflect that, and then that would free up those other dollars for other projects.

Board Member Fricilone said, yeah I, the Speaker can probably back me up, I doubt that we have everything all worked out by July 1st. But your thought process is good if we wound up approving this. But if we know what those numbers are on those bigger projects, over the next several years if we include that in ARP, once we do start putting that money out to pay these projects off which even if you couldn't back and re-do for this year at least for the next couple of years you won't have to worry about those big projects in there. And you can start funding a lot other \$100,000 projects that are out there, instead of two big \$600,000 and \$900,000 projects.

Martha Sojka said, yeah the public infrastructure projects are definitely the most costly and definitely take up the largest portion of the budget. Honestly with the ones we currently have on the screen before you, those are ones we know about but we also have a couple that have not applied or we haven't had the conversations with the Township Supervisors yet, but we know there are needs, in terms of upgraded their sewer systems because their sanitary districts that are in disrepair. So they're not projects now but they will be.

Board Member Fricilone said, and you see that's where I think you could help us Martha, with ARP money, because if you at least solicit it from them what kind of things are coming up, it may be something we can...we got a lot of money. Uh with \$144 million, if there are things coming up but we know what the numbers are, it's going to be way easier for us to kind of figure ahead of time instead of soliciting them after the fact when we know you already have the process to kind of vamp those projects out and say "they're asking for the wrong thing or whatever". So I think that would be a big help to us, unless the Speaker and the Executive you disagree, I think it would give us a good jump on us working on our ARP funds.

Speaker Cowan said, I think that makes a lot of sense to me. The better structure we can do with these kind of things, if we want to do these kind of infrastructure things we can't just willy nilly do them they got to come from somewhere. And this is a great way to do that, I think.

Board Member Fricilone said, yeah.

Speaker Cowan said, yeah.

Tim Mack said, real quickly Board Member Fricilone to answer your question on the IEPA loan, it looks like we have 9 ½ years left to pay. So we make two payments per year.

Board Member Fricilone said, so about a million dollars or there about, in that area. Which again, we can't use ARP money from everything I read for debt, but if were not paying the \$600,000.00 or the \$500,000.00 to Lockport, if were not paying those dollars out in this fund, we'd have the money to pay off that loan now. And I don't know what kind of loan it is or what kind of interest is on it and if we save if we pay it off earlier but

that certainly would be a strategy to get that off the books. And give us the ability to do a lot of other projects.

Kathy Pecora said, the balance on the City of Joliet IGA is \$1,800,000.00 including program year 2021 at \$600,000.00, at program year 2022 at \$600,000.00, and program year 2023 at \$600,000.00.

Board Member Fricilone said, yeah so 1.8 right?

Kathy Pecora said, yes. (nodded)

Martha Sojka said, thank-you Kathy.

Board Member Fricilone said, yeah so like I said, it just gives us the ability if we can pay loans off with money that were not spending on other projects, because their taken off by ARP. It just gives us the ability to do a lot more things, instead of just sitting with these big projects taking up all of our money. And better the CDBG doing smaller projects than us trying to figure all of those out with the ARP money. Just makes it easier for us, I think. Thanks that's all I have for now.

County Executive Bertino-Tarrant said, so leader let me make it clear so we have what your are asking for too, because again a lot of this depends on, again I don't have the familiarly.. I know with the Fairmont water/sewer project is, I don't know what the IEPA loan is. But so would you like, before we make the decisions, kind of where were at with these, our loan or I mean, our interest rate, what should we do for you to help you make this decision?

Board Member Fricilone said, well I think based on what Martha is saying, if our next meeting is coming up in the next couple of weeks, to approve this, we are probably going to have to approve it. So she could move forward. But if we know how much, which we were just told about a million 8 on the Fairmont project, if we know the Homer project is 920 all in, at least those two pieces we could be able to put as a component of the ARP. And then what that does, is release enough money within CDBG that they can probably pay the loan off. Unless it's an interest free loan which I doubt that's the case. But if we can save money by paying that loan off earlier it just gives CDBG so much more money to spend on projects instead of paying off past projects. Or like in the case of Fairmont, paying off a project we started but it's going to take 4 more years to pay off or 3 ½ more years to pay it off. So I think all we need to do, the loan information is more for us to see what it is. But to get the exact number on the Homer project and the Fairmont project, I think, certainly the Speaker will want to take to the Executive Board on the ARP money.

Kathy Pecora said, yeah that is the total number of the feasibility study made the determination of the work that needed to be completed on the Lockport/Heights sanitary district sewer repair and replacement project. And so that is the total funding..

Board Member Fricilone said, 920?

Kathy Pecora said, 920. And we also a review of the cost of Deer Path subdivision. And I am looking for the other name, but I have another project we can submit also for future for the Lockport/Heights sanitary district. They have two other subdivisions that they are managing as well. And they put their focus over the last 10 years on Lockport/Heights. And there are some improvements that are going to need to be done, so I can submit that to Martha for the consideration for ARP money.

Board Member Fricilone said yeah, I think that great, because it's such a big component of ARP. They really want you to focus on water and sewer, as one of the components. So if we know those things are out there, and were just kind of waiting for money from CDBG, and it might take us 10 years to get there, we might be able to get it all done now, rather than just pay it off now, as the work starts, because we have that ARP money. We can't include it if we don't know about it, like the Speaker just said so.

Martha Sojka said, we definitely have lots we can give you. (Laughed)

Board Member Fricilone said, okay.

County Executive Bertino-Tarrant said, anymore questions for Martha so she can move on? We're all good, I don't see anyone. Okay, you're on Martha.

Martha Sojka said, okay so move to our HOME dollars. There's our HOME allocations, we received 8 applications for that. Similar to CDBG we have application criteria, that application is really extensive, it's a work book of underwriting type of information that is required, were talking about development for the most case. And there's also ranking, in terms of a whether or not its geographic preference or what type of project or program is being requested.

So the spreadsheet here covers the HOME allocation, and then as I mentioned HOME is part of a Consortium with the City of Joliet. So the City of Joliet has a portion of those dollars allocated to them. And then they make their decision on what they want to use those dollars for. And we have the Will County portion in the second column. So the Consortium would like to set aside dollars for down payment assistance. We have heard this a number of times through the partners that we are currently working where down payment assistance is needed. To take advantage of the lower interest rates. And we do have 2 HUD certified housing counselors that we work with that are working with Will County Housing Development. That leadership group to affirmably market down payment on home ownership, in R3 Zones, we'll call them just that. To increase home ownership in those areas, so were looking to work with those, kind of that network of partners already working on that. So down payment assistance, we at the County have never done one, but the City of Joliet has done a down payment assistance programs. If you like, we can just monitor it off of how they did their program design? It worked well when they had it. So we are both looking to put dollars towards that program. It does get confusing when you say, "oh it's eligible here, but not here." So in this case it's nice to be able to jointly do a program like that and make it available for other residents in the County. And then we did get 3 applications from Cornerstone Services, Cornerstone is

a designated Community Housing Development organization. CHDO for short. There are certain qualifications that an organization needs in order to be designated as such. One of the criteria is to have woman representation on their board and Cornerstone has that designated as does as Habitat. A minimum of 15% of our dollars has to be spent on CHDO projects, or CHDO eligible projects. I am grateful that we got 2 in the community and were looking to build that kind of capacity for other organizations. But here we have our Cornerstone that applied for 3 group home rehab projects. One in Joliet, one in Manhattan, and one in Plainfield. Group homes serve people with disabilities, it's a housing option that is definitely a coveted option in the County. That's a priority population in our consolidated plan. And providing safe and decent housing is one of the goals, so we are recommending full funding for those group homes. So that they maintain a safe and decent environment for the individuals that are residing in those homes. And then Habitat for Humanity, also a CHDO in the County, applied for 3 construction projects. One is in the Village of Elwood, it includes the development of 5 duplexes, so 10 total units. And then in the City of Joliet there's a proposal for 4 single family homes. And then also, a proposal for a rehab. The title of the program for that rehab project is "Almost Home." It's meant to be a rental unit, where a buyer or potential or future home buyer from the Habitat program could rent, while their home is being constructed, or while their waiting for their home. Habitat does have a waiting list of 52 families. Habitat has a program to get individuals and families ready for homeownership, which includes HUD counseling for pre-purchase. So those members that they have on their list, they're working towards what needs to be... the education, I guess that's involved with being a homeowner. So those are they homeowner ready individuals, so to have a waiting list is uh...we would like to see that waiting list get reduced. We are looking at these projects, again with HOME dollars, we can't fund everything. We always have more requests than we have dollars. In speaking the City of Joliet, the recommendation that were making is to put all of the dollars into that Elwood project. Geographically it just makes sense to manage a project in one location versus a couple of...Joliet is a smaller project, and then this the larger one in Elwood. Its 10 units that we would be adding to the affordable housing mix, Elwood is located near some of the logistics centers. When we talk about workforce housing or the need for workforce housing that meets that goal. The recommendation there is to fund. Their construction ask was \$800,000.00, there's some down payment requests for homeowners that would be buying these homes. And there's other dollars that we could use to make that home. So for Habitat the recommendation is to put that dollars into this larger development that they're working on in Elwood to produce 10 units. Habitat as a total is also eligible for operating expenses, to help them with their cost of being a CHDO. There's just certain expertise that's needed to handle and manage federal dollars, and contracting, and procurement, and all of those things. We funded operating expenses, I think 2 years ago, and it's worked well, they definitely been able to increase their capacity to do development. And I think that fact that they applied for the Elwood project for 10 units is a testament to that. Because they traditional, or in past years developed homes one at a time at a much smaller scale. So it's exciting to see that we

are kind of able to scale up, or assist with scaling up a project. And then we have a request from Stepping Stones, an 8 unit recovery home. So if you recall this project was previously funded 2 years in a row. Last year they were going to start development, but with COVID this project definitely stalled. We brought up the conversation again just to see where things are at, and the estimated cost of development had increased from \$2 million to \$2.7 million. Were still in the underwriting phase of this project so, there's definitely a need for dollars. But we don't have the underwriting completely done on it, but we definitely want to put some money aside towards this project. A recovery home is a difficult housing option to develop. There aren't a whole lot of other dollars available for a project like this. Were already 2 years into it, in terms of supporting the project. And we know that it's a need in the community, a recovery home for people with substance abuse issues. It'd definitely something that comes up on our radar quite a bit. So the recommendation here is allocate an additional \$200,000.00 towards this project. It is our understanding that this project was also on the list...they made the list for Congressman Foster, for additional dollars if that does come to *inaudible* where would we allocate those dollars, because we are required to underwrite, just like a bank would. If HOME funds are required to be a gap funding, so were supposed to fill the gap when there are no other dollars available. These dollars are...were setting them aside as a support for this project. With the understanding that if other dollars are made available we would re-evaluate that, as part of the underwriting. And then our last project is Will County Center for Community Concerns. It's a tenant based rental assistance program that is tied specifically to the continuum of care and working to reduce the individuals that are on a coordinated entry list through the Homeless Management Information System. So were splitting...knowing that the list included the City of Joliet and Will County residents, this year were able to split that request. Just to make...in the effort to make the numbers work between both locations. So any questions on these recommendations?

Board Member Fricilone said, of course I do.

County Executive Bertino-Tarrant said, take it away sir.

Board Member Fricilone said, okay first Martha I am reminding of our meeting, 2 years ago when we were in person, when Ron was running it. And I know we had the meeting when all the recommendations were given, but we also had the meeting where the applicants came and talk to us and explained their program. Are we doing that anymore now or no?

Martha Sojka said, we did make a change this year, to not do that. And we supplied the recaps of the applications and also all the applications to all the Board Members. We're required to have a public hearing, and in previous years that process was more of a public meeting. So it didn't meet the necessary requirements on our end, and honestly in this environment, being in front of a screen is very taxing for many people, so we figured in this environment providing the recaps on the projects would be preferred. We did invite all of the applicants to this meeting, to provide public comment on the

recommendations, cause that's actually something that we never had as part of our process. The ability to hear comments based on what we're recommending. So the change was made really to make this more of a process where the public can respond to what we're recommending. Ultimately it's the Advisory Board that decides what goes into the action plan, or the recommendations at least to the County Board. But yes, if that's something that was useful, we can definitely implement or keep that in the mix for next year. I think I would just do it as a public meeting and set that up in a way where we have more time or maybe it's done in April so we would just have to adjust our application cycle timeline, to adjust for that.

Board Member Fricilone said, I will tell you why I thought it was important last time. And that's why I guess I almost need to look at the minutes from 2 years ago because we had a lot of questions about Habitat for Humanity, and the cost of the homes and how those funds were being used. And I think, we as a Board had some push back on what there were telling us it was costing them to build a home, and then the money that was going to be used for the next home after they built that home and sold it. And I don't know, do we have that information that is showing us what their cost is. Because the people that are buying these homes, actually do pay for them, they don't just get them for free. There's uh, I know a reduced cost. But were kind of asking, well okay your building this home for this *inaudible* but then you're getting something back, where does that money disappear to? I kind of thought they were going to build additional homes but was that the plan or?

Martha Sojka said, it's definitely part of their model and it's a requirement of their HOME fund, so if a project has HOME funds in it and there are funds at the end, they're considered CHDO proceeds at the sale of the home. So if there are dollars that are proceeds after the sale of the home, we've identified in our grant agreement with Habitat that we require those dollars to be re-invested into additional affordable housing. So if they go away from the closing with a check, those dollars have to go back into the next home. And this is where I think the Executive Director of Habitat was making the point that our investment multiples the ability to build more, because we'll start with one home investment and if those dollars amount at the sale transfers into that, the ability for Habitat to build another house.

Board Member Fricilone said, well, cause that's why I'm asking. When you said their going to build 10 homes with a million dollars, last time it was costing them \$200,000 to build each home, so all of sudden the price was in half. Well are they building 3 homes and then the proceeds are going to keep coming to build the other 6-7 homes.

Martha Sojka said, so what presented on the slide is not the total development cost, it's the amount that they requested. So they requested a million of home funds. And I don't have the application in front of me but I think the total development cost was about 3 million.

Board Member Fricilone said, which again was a concern for the Board 2 years ago, because then it's telling us that those homes costing us \$300,000, which everyone thought was certainly kind of a high price for what was being built. That's where the concern was.

Marth Sojka said, yeah there's no doubt that the construction cost is high right now, and in order for it to be sold to a low income family that can't afford the actual cost of construction costs. That's where the gap is, and from our dollar perspective, it's considered a developers subsidy gap. So they are basically building housing that is at a certain price point and then selling it at a lower price point. So that the HOME dollars go to Habitat to cover that development gap.

Board Member Fricilone said, okay I understand that but I'd like to take a look at those minutes from 2 years ago to see how those questions were answered last time. Thanks.

County Executive Bertino-Tarrant said, okay I am going to try and branch off of what Mike just asked. So again yeah, so is this an internal process when you're reviewing these applications? Like the selection right here, is it an internal process that you use amongst your staff in order umm to order to umm to make decisions on how the allocations..? And again, that's what I'm...I guess I...part of it is I'm concerned that not that we want to...is the Board at least or is anyone one outside your staff looking at kind of the proposal are we seeing what's coming before the request that are being made. Is that an internal process?

Martha Sojka said, our application review is an internal process, and the criteria is all tied to the consolidated plan goals.

County Executive Bertino-Tarrant said, okay.

Martha Sojka said, the applications are shared with the Advisory Board Members, if they wanted to dig in deeper. With regard to HOME funding the application is an excel workbook that has some standards attached to it. So it's an underwriting platform really that the applicants have to supply all of the information about the development costs and their operating revenues, their capital, if it a rental project it'll include a capital need assessment for the 20 year period, if there's an affordability period attached to it. So that workbook definitely has some parameters on what makes a project fundable or feasible or not. So we definitely have a criteria *inaudible* that we recommend.

County Executive Bertino-Tarrant said, okay so that does come before the Advisory Board, that discussion, the bigger picture it comes before the Advisory Board at some time. So the Advisory Board knows that we have 10 applicants, these are the 10 applicants, we chose these 5 and this is why.

Martha Sojka said, that's what this process is right here.

Board Member Fricilone said, that's what we're doing now Jennifer. Which again is why I said last time. When we met in person we got to question the applicants so we kind of

go into it a little deeper to find out. And if this Advisory Board is going to be saying yes move these projects over to the County Board and they ask me "Mike you moved these forward, how much do you know about them"...just what staff told us because they recommended them. I mean we really didn't get to question the applicants either, were just kind of like rubber stamping the Advisory Board. Rubber stamping as the Advisory Board what staff recommendations is.

County Executive Bertino-Tarrant said, okay I understand what you're asking here too, I guess I thought during this Advisory Board, some of this process what kind of flushed out a little bit. So for example, on these projects here, the 9 or 10 programs here...how many did we even receive? I guess that what I'm... these 9 were chosen, 4 of them were Habitat for Humanity. I guess I want to see what isn't getting done too. I mean I'm just trying to under-...is there a link we could go to, I'm not even saying we need to have a meeting but do they have access to look at what has been applied for so we come to this meeting. Mike sees that one wasn't chosen, at least he has the opportunity to ask some questions why you chose this project over this. And again, I'm not questioning your judgement Martha, I find you exceptional, I told you that before. I guess I'm just trying to know...I have no indication as to who applied for wanted dollars. I know there's criteria, but is there a format for the Advisory Board to at least go to *inaudible* these are the people that applied, this is why we chose xyz.

Martha Sojka said, so what is before you is all of the applications we have received. In this particular case if you look at the Habitat for Humanity New Construction in Joliet for \$385,000.00 is what Habitat requested and that is not indicated in a dollar amount in either of the columns, so that project is not recommended for funding. And neither is the rehab project in Joliet.

Board Member Fricilone said, I will tell you Executive, that last time this Advisory Board actually changed some of the dollar amounts. Decided not to fund a project, or give additional funds to a different project, based on what we heard. So that's what I'm saying, were kind of not doing that process now. Just kind of taking at your word that...and I know you're doing a great job Martha, but the Board did have questions on certain things and change some of the dollars. So that was 2 years ago.

County Executive Bertino-Tarrant said, yeah so is it just because of the situation is that...I mean were obviously struggling to get a Board together too here...umm is it just because of the dynamics of the past year? Martha would you say the meeting was change?

Martha Sojka said, well really it was the definition of a public hearing versus a public meeting.

County Executive Bertino-Tarrant said, okay.

Martha Sojka said, we were calling what we were doing a public hearing, but we weren't actually presenting our staff recommendations during that time. So I wanted to make

that an opportunity, so that our applicants can see what we're recommending at the time of the public hearing. So that they could comment on our recommendations so that the Advisory Board can then take that into consideration in addition to our recommendations when we met for the second meeting. So last year we didn't have that opportunity. It was to show what the staff recommendations were to our applicants. We provided recaps of all of the applications to the Advisory Board Members, as well as the full applications in the link and those are available on our google drive. So in that email that went out to the Advisory Board Members, that information was available. Obviously, we're all working on very short time frames for reviewing lots of details. So we can definitely adjust next year to include a public meeting, where the applicants come to present if that important to the Advisory Board, by no means was that an intentional "let's not do it anymore." We can do that again next year, and we'll just plan for it in advance of these meetings, so that we can meet our targets.

Board Member Fricilone said, got it.

County Executive Bertino-Tarrant said, thank-you. Any other questions? Alright, Meta Mueller...maybe not, sorry it was up, it went away...

Board Member Mueller said, no I do have...

County Executive Bertino-Tarrant said, oh okay.

Board Member Mueller said, sorry nobody can hear me. I'm sorry. Umm, Martha the houses in...the construction in Elwood, did you indicate that those were, the houses...the Habitat for Humanity in Elwood, those are duplexes did you say?

Martha Sojka said, correct.

Board Member Mueller said, okay and how many did you say it was?

Marth Sojka said, 5 duplexes so 10 total units.

Board Member Mueller said, okay. That was what I was trying to figure out from when Mike was talking about how many houses and things like that. That was my question for now. I would like to hear from the applicants, I think that would be really useful in helping make the right choices or you know the best choices. Thanks.

County Executive Bertino-Tarrant said, any other questions...alright Martha, you're on again.

Marth Sojka said, okay so our ESG funds that's Emergency Solution Grant funds. It's a smaller pot of money, its \$146,000 roughly. There are 2 applications for those dollars. Similar process with applications with some criteria and points attached to it. So the applications are from Catholic Charities and Will County Center for Community Concerns. For Catholic Charities it's for emergency shelter and for Will County Center for Community Concerns I believe is for rapid housing dollars. And again tied to our continuum of care network. And the work that they do to remove or to get people off of

the coordinated entry list, which is the list of homeless in Will County and into housing options. Any questions on these dollars?

County Executive Bertino-Tarrant said, it doesn't look like it Martha.

Martha Sojka said, okay so this is just a summary slide, as I mention in our consolidated plan, we identified 5 goals under those 3 HUD objectives. So after we go through our review process and identified which projects we recommend for funding, we just go back to this list to make sure that there meeting or it would advance our goals. So in our consolidated plan, we also identify numerical goals for 5 year outcomes. So the chart in front of you identifies which goals would be met if we funded the projects as staff recommended. So that just kind of keeps us aligned with our strategic plan and helps ...when we do our reporting at the end of the year this is what were reporting, whether or not were meeting our strategic plan goals. Any questions on this?

County Executive Bertino-Tarrant said, let me just... so I'm understanding here, so this is...these are the list of projects or goals that were going to focus on. So by this time next year, were going to look at number 6 and improve neighborhood infrastructure and facilities. So what does the 24,000 persons/10 projects... So we'll at the end of the year know that you have met this goal, and these are the 10 projects. Is this what this is? Its 5 years not next year.

Martha Sojka said, it is 5 years. The numerical numbers that are here are over the course of 5 years. So you'll see in some of the categories we don't have a project. So Economic Development, that's one that we don't get a lot of applications for. Umm so this one if we wanted to meet that goal we would have to almost actively pursue a project that would help us met that goal. Another one that doesn't have a check mark is Eliminate Blighted Conditions, so 15 buildings demolished, we applied for APP funds through IHDA, specifically for demolishing abandoned homes that go through our Court system. So we're actively doing that, it just wouldn't be with CDBG funding. So for the purposes of the HUD document that's not checked here. But this...you know a strategic plan that keeps us aligned to meeting our goals, and their estimate when we create the consolidated plan, it's our best estimate based on what we think we could handle with the dollar...well it's based on the dollar amounts that we received annually. And what we can handle with those dollar amounts. So the 24,000 person, just as a frame of reference, it's a metric that is in our recording system for HUD. If you look at Fairmont that's 820 households let's say, some of the... depending on what type of project the outcome that HUD is looking for is either in persons or households. For infrastructure the outcome is in persons, so for that project...if we did a project in Fairmont that benefited all 820 households, because of infrastructure, that's the metric that were putting into our system at the end of the year. To say that this project assisted...and it's an estimate, you take your average household size to get to get to the population or persons level of data, but that's the intent to keep us aligned with our goals that we've identified in the consolidated strategic plan. And then every year we have an annual action plan and that's tied to the meeting the goals of the plan and again that what the

purpose of this meeting is. Because the projects end up being identified in the annual action plan. And that's what's going to go before the County Board in July. Is the action plan.

County Executive Bertino-Tarrant said, thank-you, are there any more questions? Alright.

Martha Sojka said, okay so we'll skip the public comments, cause like it was said we previously did it as public meetings and so the idea of meeting a quorum through public comments was off my radar, so I apologize for that. We'll do that next meeting. So the other items that were on the agenda for discussion, we just went through item number 7 which is what the Action Plan project recommendations. The other items, or the next item is proposed changes to Bylaws. So I'll just flip the screen here. There was a draft of proposed changes to the Bylaws that were sent to the Advisory Board Members. We've had some discussions since that time and there were some other recommendations made. So what is before you on the screen here is the current version, it was sent out the most recent Bylaws changes with the track changes, so you can see what we're looking to change. Most, or a lot of it is just cleaning up some of the language. But what I have on the screen here is some of the more substantial information. On the left side is with the current Advisory Board has...or structure looks like in terms of seats. On the right side is what the proposed changes would look like. We currently have 16 seats on the Board. As can be seen as today's meeting, we don't often have a full Board. And I don't know...in my time here, I don't know if we ever had a fully seated Board. As of today we have 8 members, I know the Executive is working to make the appointments to have a full Board. Some of those appointments will be at the County Board for the May meeting, and the remainder will be on the June meeting, hopefully. So the proposal is to go from 16 members to 15 members. And then to just change the make up on it, or to clarify the make up of the Board. So we will still retain the County Executive as the Chair and the Speaker of the Board as the Vice Chair. Majority Leader and Minority Leader. We've added, or just clarified that one seat will be specifically for a Will County Board Member, one seat will be specifically for the City of Joliet HOME Consortium Representative. One seat for the Village of Bolingbrook Joint Agreement Representative. Our current Bylaws only call of the City of Joliet, by as mentioned before, the Village of Bolingbrook is also a part of our CDBG allocations. So it is important for them to have a seat at the table. And then we retain our Non-profit Community Agency Representatives. And then the remaining 6 seats will be for either Municipal or Township elected official or Community Leader. Another more substantial change is that we don't have term limits on our Bylaws currently they are identified as elected positions and for the Non-profit agency positions it would be for the term of the employment. The proposal is to retain the elected positions for the elected officials but change it for the other seats and do a 2 year term limit for those seats. And then the last, more substantial change would be our current Bylaws do not allow for a designee, all elected officials are expected to attend as members. In the proposal, would be an elected official or a designee if the elected official chooses so. So any questions on

some of the more substantial changes, and like I said I will send out a more *audible* track version than what was submitted a week prior. This won't be voted on til June 3rd anyhow. So any thoughts or comments on this?

County Executive Bertino-Tarrant said, and just so all the other Board Members understand too, what the language required us was to have the Chief elected official of a district. And we just couldn't figure out if that was the Township Supervisor or the Mayor. And it really limited us, and again as you see today it's hard to get a quorum. So we felt it was important that they are able to have a designee that is able to vote on themselves. So Martha at one time, you had taken all of the Board Members out and myself and put us as ex-officio, we have taken that out though, right? We are voting members who...

Martha Sojka said, yes. The track changes document went out a week ago, did indicate having the members as ex-officio. And we've since had other conversations and went back to this structure, where they are voting members.

County Executive Bertino-Tarrant said, also at the Board it was brought out that I had appointed...again just based on a conversation...just based off of past practice, an individual who was an Executive Director in Will County but does not live in Will County. And again, I have no...it was a matter of because they work and support this community, I have no feeling either way if we want them to live in Will County or if they can serve as an Executive director. Has that been outlined at all in any of these Bylaws?

Martha Sojka said, I don't think so. (Nodded no)

County Executive Bertino-Tarrant said, nothing specific? I know we only have a few members here, any thoughts? Amongst the other Members on this Board? I mean do we want to ensure that they live in Will County, or can they...if they serve in a...especially for the non-profit, can they serve on this Board.

Speaker Cowan said, I guess I mean, I understand the point about wanting to have some...could we maybe say something like when possible preference is given to Will County residents or something. Cause I understand the reason for wanting that, on the other hand if someone is the Executive Director of an organization in Will County. That organization's board trust them enough even though they don't live in Will County to know the County, so I'm not sure why we wouldn't.

County Executive Bertino-Tarrant said, okay let me ask you this, I was able to follow up with the individual last year. I think so of it...they don't... I mean we as...their participation, you know were not entering...and you know I think that was some of the concern, we have out of Will County people making decisions in regards to actual construction and the building. And they don't want someone who lives out of Will County to use their resources to bring them in here. But I don't know this Board serves in that role at all. I mean is that correct Martha? I mean there not going to...an Executive

Director of something or...the Mayor said it isn't going to have an opportunity to bring their people into certain projects.

Martha Sojka said, right, and as an Executive Director of an organization in Will County, they would be speaking to the needs of Will County residences based on the organization they work for. So where they live, I don't know if that would matter.

County Executive Bertino-Tarrant said, okay. Because I do know one of those names are coming up...like I said I'm fine either way on what's decided. You know again, I'm kind of in agreement that they serve as a significant role here in Will County and probably very much what CDBG does in the regards to its philosophy. So I just want a...like I said their coming up for an appointment and if there was a concern now, I rather not put their name up for appointment. I don't want anyone to not get appointed, and embarrass them like that, I rather just pull their name, if the feeling of the Board was we should not go that direction.

Speaker Cowan said, yeah I don't get a sense that...I haven't spoken to Members directly about this...Mike and Meta weigh in on their respective caucuses, but I don't get a sense that there would be a majority of people who would vote against that. But I don't know if Mike or Meta want to weigh in.

Board Member Fricilone said, yeah I don't see a problem in it. We did the same thing when we were doing the Board of Health and we needed a doctor. It was a doctor that worked in a hospital in Will County but he lived outside. And with these, the money can't go outside of Will County, it's going to Will County constituents and projects. And if the person is a significant Member, like an Executive Director of Joliet Housing Authority, he's going to be able to weigh in better than someone who just happens to be a resident of Will County. So I'm good with it.

County Executive Bertino-Tarrant said, okay, verified.

Board Member Mueller said, I would agree, I'm fine with it too. I've spoken to a couple of my caucuses members about it. What Mimi described is kind of the general consensus. I think it's going to be fine, so.

County Executive Bertino-Tarrant said, okay thank-you. Martha anything else...so now the process here, we will send out revised, the Bylaws that are revised. So were going to hope for a June 3rd Advisory Board meeting. That the Advisory Board Members can review these and accept them, correct?

Martha Sojka said, yes

County Executive Bertino-Tarrant said, so we'll make sure we work on having a quorum. And second, I would also give them a deadline to give you any revisions. Just so you're not like having to deal with them that day. People telling you "oh can we add this"...so I would.

Martha Sojka said, okay I'll do that.

County Executive Bertino-Tarrant said, okay thank-you.

Marth Sojka said, the last item is our HOME Consortium Agreement Amendment. This was not included in the agenda packet, cause we're still working on the language with the State's Attorney. The Home Consortium Agreement Amendment is a 3 year cycle agreement with the City of Joliet and the Village of Bolingbrook. Part of this renewal period, we are amending the agreement to include auto renewal language. We did have some concern from our State's Attorney that would bypass County Board approval, and I just wanted to clarify that is not the case. If approved with the amended language, the County Board will still be given a chance to indicate that they want to renew the agreement, it's called an "intent to renew." And that would be done by resolution. Effectively what this amendment does, is reduce the renewal process from 3 administrative functions to 1. We have enough on our plates, and trying to manage an agreement...it would just reduce...it's an administrative function that would be reduced. So should have the language...I think it's at the State's Attorney right now, but as soon as that is available we'll send that out with the Bylaws for the Advisory Board Member's to review. We do have a HUD deadline for this document and that's June 30th. So it will be on the agenda for June with the Advisory Board having an opportunity to review it at the...prior to the June 3rd meeting. And hopefully get it recommended to the County Board, at the June County Board meeting. If that makes sense. Any questions on that one?

County Executive Bertino-Tarrant said, doesn't look like it.

Martha Sojka said, so our last item is just some announcements. Had we done the public hearing today, we wanted to make it known that public comments would be accepted until May 28th, in terms of a written public comments that was part of the public note or the public hearing notice that was issued on May 6th. So that's still going to be an option. Our next Advisory Board Meeting is June 3rd from 1-3pm. And hopefully from my understanding, we do have some appointments being made tomorrow at the County Board, so meeting that quorum hopefully will not be an issue. But we will also have our Administrative Assistant help try and make some calls before that meeting. And just as a reminder, the June 17th County Board Meeting will have the HOME Consortium Agreement for approval. And July 15th County Board Meeting is our Annual Action Plan with project selections for approval. So we could met our August deadline. And that's all she wrote.

County Executive Bertino-Tarrant said, yeah so Martha I'm going to have to do some follow up to the State's Attorney regarding...cause we didn't have a public hearing today. And what that means in regards to the public comments that can be accepted. I don't see why that can't still happen online. But I have to figure out what we have to do, in order to rectify...if it's required we have an in person or via zoom or webex public comment before we can complete this. So I will do some follow up with the State's Attorney. So we make sure we are doing what we need to do.

Martha Sojka said, okay.

County Executive Bertino-Tarrant said, anything else Martha?

Martha Sojka said, no I thank-you all for your time and patience with all of this. And I look forward to future meetings.

County Executive Bertino-Tarrant said, alright we'll just go through the Motion, and have a Motion to Adjourn.

Speaker Cowan said, I'll make that Motion.

County Executive Bertino-Tarrant said, very good.

Board Member Fricilone said, second.

County Executive Bertino-Tarrant said, thank-you and have a good afternoon. Bye.

WILL COUNTY ADVISORY BOARD MEETING

MINUTES

June 2, 2020---1:00 PM

CALL MEETING TO ORDER

Vice Chair Denise Winfrey called the meeting to order at 1:07 PM.

PLEDGE OF ALLEGIANCE

Kathy Pecora led the Pledge of Allegiance.

ADVISORY BOARD ROLL CALL

Roll Call was taken by Kathy Pecora.

Advisory Board Members Present:

Speaker Denise Winfrey

County Board Member Mark Ferry, joined at 1:13 PM

County Board Member Mike Fricilone

Township Supervisor Ron Alberico

Mayor Jim Holland, joined at 1:15 PM

Director Kris White

Vice Chair Denise Winfrey said thank you Kathy. First up we have the recap so, whoever is doing that go ahead.

Martha Sojka said Kathy, would you go through these while I'm on the phone with the Village, please.

Kathy Pecora said we'll go over the recaps we received for Community Development Public Facilities Infrastructure Improvements.

We received an application from the **Community Service Council of Northern Will County** to continue their owner-occupied rehab. They had requested \$204,080 from Community Development Block Grant funds. Since there were no 2019 funds expended to date, Staff recommends that there's no additional funding to be directed towards this project with 2020 funds.

Then we had an application from the **Village of Peotone** for a storm water project. It's a replacement of storm water pipe that's impacting an area along South Second Street. The result of the water is broken field tile on adjacent farm land. The Village had asked for \$200,000. The total project cost is \$215,000. At this time, based on the reduced amount of funding, and this project is not ready to go, it has not been drawn by architects, Staff recommends that we wait and invite the Village of Peotone to apply again next year.

The next project is **Homer Township** for the Lockport Heights Sanitary District, Phase 8 of the Lockport Heights Sanitary District water main replacement project. The County has been supporting this project for many years and this is just a continuation of the water main replacement. Staff recommends that this project be fully funded with Program Year 2020 funds.

The next is submitted by the **Village of Wilmington**. This is for a water main and water service line replacement along Kankakee Street, between Canal and Baltimore Street. This project is especially important because some of the service lines from the water main to the boxes may have lead. So, this is part of an ongoing lead replacement program and a health/safety program because fire hydrants are also going to be replaced. Staff recommends that this project be fully funded because of the health/safety aspect of it as well as the fact that this area meets the low to moderate income criteria set by HUD without any need for additional surveys or income eligibility verification.

That is it for Public Infrastructure and Improvement applications.

Martha Sojka said Becky, could you go over the Public Service applications? Actually Becky, could you send the link to Mayor Holland?

Becky DeGroate said I did. I just emailed him the link to the meeting. Let me just double check that it went through. It did.

County Board Member Mark Ferry said I didn't get a link in my email so I got ahold of Beth and she got me this link and I got in that way.

Martha Sojka said oh, interesting. I wonder if anyone else is having the same issue.

County Board Member Mike Fricilone said same with me, I got it from Beth at the office a little bit ago.

Martha Sojka said ok, I apologize for that. I don't know why that would have happened that way. Mayor Holland must have the same issue. He asked that we re-send him the link. Hopefully he can join us quickly.

Becky DeGroate said I'm just re-sending the link. I thought I sent it to the one that was the original Advisory Board email. I'm going ahead and sending it to the Frankfort one.

Martha Sojka said perfect, thank you.

Becky Degroate said Public Service. We had a couple Public Service applications. A lot of them are projects that we have worked on in the past in our continuation projects.

Community Service Council of Northern Will County is requesting \$60,000 for their Housing Counseling services throughout Will County for individuals that are LMI individuals for housing counseling to help eliminate and prevent foreclosure. We are recommending giving them the \$60,000. Am I reading that right?

County Board Member Mike Fricilone said yes you are.

Martha Sojka said the Village of Bolingbrook provides \$36,000 as a set-aside to the Community Service Council so we're providing the difference in meeting their entire \$60,000 request.

Mayor Holland we see you, thank you for joining us. I apologize for the mishap. It seems like that was an experience that everyone had, but I'm glad that you can join us.

Mayor Jim Holland said well, I'm delighted to be here and I apologize too. I couldn't seem to figure out how to get on without the link.

Martha Sojka said that would be difficult. We just recapped some of our Public Infrastructure applications and we're now looking at the Public Service applications.

Mayor Jim Holland said excellent.

Becky DeGroate said sorry about that, I got a little distracted. I wanted to make sure everybody was on.

Okay, so we are recommending the \$60,000 like Martha said, Bolingbrook has a portion of that as well in the amount of \$36,000. So, the difference we will go ahead and do as far as Will County goes.

CASA is asking for \$70,532. We are their only source of funding for their Advocate Supervisor to be continued for full time staff to help abused and neglected children. They actually are the Advocate for those children in the court system itself.

Catholic Charities is requesting for the Homeless Prevention and Emergency Services Outreach Program. It provides food, clothing, utility, rent, mortgage, security deposits, transportation, and prescription services. It also provides case management as well. They are looking at expanding a 2nd location in Bolingbrook along with the University Park location and their 1st

Bolingbrook location. They've requested \$67,447. We are recommending \$50,000. The reason for not doing the full amount is because their application includes a request for a 2nd Bolingbrook location. We were looking at kind of where their locations are. We completely agree with their University Park location. We have no problems with that. It's great that we have something in eastern Will County. But also, CSC was just approved for CARES funds for a similar service in the Bolingbrook area as well. If we funded them the full amount and they had 2 Bolingbrook locations, then they would have 3 Bolingbrook locations from 2 different non-profits doing the exact same thing. That's kind of what we were looking at and how to spread our money a little bit wider.

Crisis Line of Will County requested \$50,000 for telephone counseling for individuals struggling with mental illness as well as suicide prevention and intervention. At this time, we're not recommending to fund them mainly because the majority of their services involve suicide prevention. Although the hotline may help low moderate income individuals, we can't prove that it does help the low moderate income individuals. We're worried that it may not meet the national objective to HUD's guidelines as far as CDBG money goes. So, that's our kind of main concern there.

HHCD, which is **Holsten Human Capital Development**. They are requesting \$31,331.25 for medical screening and nutritional information for low moderate income individuals Will County residents. It's a pantry/community center located in Joliet and serves primarily Joliet residents of River Walk and nearby Housing Authority residents. We do not recommend funding at this time. We are encouraging the applicant to seek funding through the City of Joliet or possibly through United Way. We're also going to see if we can work with Will Grundy Medical Clinic with their CARES Act grant to provide medical screening options which is similar to what Holsten is looking to do.

Then there's the **Will County Center for Community Concerns**. They do Homeless Services in Will County. They also manage their HMIS system, which is our Homeless Management Informational System. They're able to input individuals that are experiencing homelessness into their systems so that different non-profits can access this HMIS system and be able to help them accordingly. They requested \$160,400. We are recommending \$131,644. They are the lead agency of the Continuum of Care. They require a match for the CoC Planning and HMIS software grants that CDBG is able to use to help leverage \$4,000,000 of CoC funds that come to the County. We do recommend a slightly reduced level just because we need a little bit of additional time what Homeless Services projects would benefit the CoC and would be eligible for a CoC match and will work with CCC and the Homeless Services Director to determine kind of where we're going to go from there.

Martha Sojka said thank you Becky. I'll cover the Home projects.

If you remember last year, we funded **Stepping Stones** for an 8-unit Women's Recovery Home. They are still working with their architect, getting estimates on the construction and they have a lender identified. Their gap is about \$1.4M. They're asking for an additional \$350,000 from

the City of Joliet and from the County. With Home funds, it is a consortium effort so both the City and the County can fund things jointly. The City of Joliet does support this project. A Recovery Home is a really difficult project to construct, if you think about just long term operating costs that it takes. The more that we could subsidize the development of it, makes it more financially feasible in the long term. It is the type of project that we're supporting just because it's the type of housing that we need in the community. They do have IDHS support, which is Department of Human Services, for some of the long term operating costs that would go to subsidize the individuals that are utilizing the housing. We are recommending funding their request.

The next applicant is for Tenant Based Rental Assistance. This is a program that we currently fund with **Will County Center**. It provides a rental subsidy to individuals that have an income or are working, they just can't meet the market rent. There's case management that is part of this program that helps individuals get back on their feet in a more self-sufficient way. Staff believes it is a program that's worth continuing and we have seen benefits in the community with this program.

Habitat for Humanity applied for \$115,000 of operating expense and capacity building costs. This is an eligible expense for CHDO's. CHDO's are a special designation within our own pot of money that allows the organization to construct affordable housing. We only have 2 in the County. We have Cornerstone Services and Habitat. This year with COVID, HUD allowed for some suspensions and waivers. Typically, these operating expenses are capped at \$50,000 or a certain percentage of the applicant or the agency's operating budget. This year, understanding or knowing that a lot of non-profits are struggling to keep their doors open, they've actually increased that allowance to 10% of our HOME allocation. So, we've agreed in recommending the full amount of their ask amount, which is \$115,000. They did apply for CARES funds indicating that they are having operational difficulties because a lot of their funding sources rely on coming from the Restore and that hasn't been in full operation. So, we are recommending the full amount there and it is an eligible expense this year at that amount.

Habitat also applied for a larger development in Elwood. This is an amazing opportunity for the community and for Habitat with regard to building affordable housing at any scale that is typically doing single family homes and maybe 1 or 2 a year in scattered sites. This opportunity would be in Elwood in a platted subdivision that was just never built. Given that there's a lot of warehouses in the area, there's an opportunity to make some links with workforce housing, providing affordable housing. I think there's 32 homes proposed. They are proposing it over 3 years. We have had conversations with Habitat asking them whether or not they're going to get any developers to assist them with this development because it is quite an undertaking. Staff, at this time, is not recommending any funding. It's not that we support or don't support the program with the project, we absolutely do. It's just the applications a little premature. They don't have a lender identified. They've identified that they're looking at a lending pool but that hasn't really been identified as what that looks like. So, there's no bank or lender underwriting the entire development. I did ask if they have a developer and the response I got

was that they were going to be the developer. We've had some concerns and some difficulties with Habitat in how they manage the development of single family homes. When you look at risk analysis and the feasibility of something going wrong, this project stands high, or has a high sort of risk associated with it because they don't have their development team in place yet. The recommendation would be to set aside some funds for new construction and then have those funds available once Staff feels that the project is ready and feasible and one that would actually make underwriting and lending criteria. It's a budget that really needs to be a little more sophisticated than what was provided. Staff's not comfortable with funding it with federal dollars at this time until they can provide an application that's a little more sophisticated for this level of development.

On our last page, we've had a lot of great CARES Act applications to meet a lot of definite needs in the community.

We had an application that **Senior Services** submitted kind of as a companion application but it came after the deadline. It came on the 15th of May but I hadn't checked that email box prior to our meeting on the 19th to include it. I told Senior Services that I would include it in this review and if there's funds available, that we would consider looking at that. Like I mentioned, Senior Services is one of the few agencies that really pivoted to meet the needs of the COVID related needs. HUD identified seniors as a vulnerable population. This particular project, or program, is looking to engage seniors that are traditional seniors, those that aren't on social media. Those that aren't connected through social media and trying to get them engaged with an outreach effort. They're asking for \$14,200. Staff recommends funding.

There's another operation that was submitted with CARES, it's the **Hands of HOPE**. It's food distribution. They currently have a facility in Joliet, I believe on Essington. They're looking to relocate the facility in Joliet over by St. Joe's. City of Joliet does support this project. They are working with the local lender for the acquisition of that building. What they're asking for from the County, is refrigeration. That's always an "ask" when it comes to food distribution. At their current location, I believe they're using refrigerated trucks, which isn't efficient when it comes to food distribution. This would help them relocate. Even if they didn't relocate, they could do this refrigeration at their facility. Food distribution is going to be a need going forward. One partner is probably not enough in the community. We did fund Illinois Partners of Hope with the CARES funds last time to help meet the needs in some of our lower income communities. Hands of HOPE is another partner that has been very nimble in this type of environment and able to meet those needs of the pantries that aren't connected on the software system that a lot of food banks use in order to order food. They're a little more open to work with community residents and community pantries that aren't hooked up with technology to be able to get the food or the logistics of it. So, Staff recommends funding that.

Another CARES Act application, if you remember, **Habitat** applied for funding. The way they described their application was it's an operating budget deficit, it really is because it's Restore dollars. They rely on Restore dollars. But, essentially that "ask" is also an "ask" for

development budget gap because they identified 6 properties that they're working on that now have a development deficit. Part of their layers of financing or budgeting includes a line of credit from Habitat. That pot of money is filled with proceeds from Restore. So, their development budget for 6 homes has been affected by that. 2 of the 6 homes are homes that we have put HOME dollars into previously. Now it puts our development at a risk. Staff is recommending that we, for the 2 of the 6 homes, fill that gap, that development budget gap that they identified. There's one home in the City of Joliet that the City of Joliet is going to do the same with their set aside. Then there's one in the County and we recommend that we fill that gap. I think it was \$15,000.

ESG is a third pot of money. It doesn't go out for application but instead is going to get divided between **Catholic Charities** and **Will County Center**. That pot of money traditionally goes for emergency shelter, homeless prevention, and with Catholic Charities for their shelter operations.

So, that's the recaps and just some of the thought process behind our recommendations.

Then, I'll pull up what the spreadsheet looks like and we can talk about that.

This is our spreadsheet for the CDBG dollars.

You see our allocation here and our 20% Admin. With CDBG, we do share our allocation with the Village of Bolingbrook.

The **Village of Bolingbrook** has set-asides that identify every year. Their set-asides are here. They have \$250,136 going for infrastructure for improvements. They have an emergency repair program that we partner with on with the Senior Services. That's providing home repair for eligible seniors through Senior Services. Then they also, like I mentioned, set aside \$36,000 for housing counseling. Then annually they keep \$2,000 aside for rent assistance or emergency assistance that someone might come through the doors asking or seeking. In the past, at the end of the year, if that hasn't been used and they traditionally have been putting it back into infrastructure.

The other column you'll see here is the **Will County** side. We also have some set-asides.

We are in an agreement with the City of Joliet to transfer water and sewer to the City of Joliet, **Fairmont**. That's going to be a 5 year commitment, \$600,000 each year.

Then we have our annual set-aside for **IEPA loan**. This is a loan that we're paying off for some infrastructure improvements that were done many years ago in the community of Ridgewood.

Then we have **Fairmont drainage**. We have finished what is considered the central part of Fairmont and now we're working on the southern part of Fairmont, which is about a 5 or 6 phase plan. We're recommending \$280,000 to match what the County Board puts aside for Fairmont drainage so we can have a \$500,000 or \$600,000 drainage project so the drainage issues in the southern part can be addressed.

As you can see here, **Lockport Heights**, we recommend funding at the full amount. This was also a multi-year project that we've been invested in. This is the last phase and it will complete the water phase. From what I understand, there are some sewer improvements that they might need in the future. That would be a separate application, but this would complete the water improvements that we've been working on for a number of years.

Village of Peotone, as Kathy described, is a great project and definitely some needs in that area. It sounds like they have some economic development opportunities in and around that same area. We definitely want to keep in contact with them. The census tract does not qualify, so that would require income surveys. When you're looking at just staffing and what we can handle, between the **Village of Wilmington** and Peotone, Wilmington at this time has a stronger application because they do qualify just based on census data, the census tract information. They are a qualified area so we recommend funding Wilmington this year. This was the first year we were able to do competitive applications for public infrastructure because the moratorium expired. So, this is our project that we are able to do that benefits a municipality.

Then we have the **Hands of Hope** refrigeration request. They are requesting \$200,000 and Staff is recommending \$100,000. We work with what we can and what we have available. I have been in contact with the applicant after the CARES decision was made and they, at this point, said any dollar amount could help them get through what they're looking to do and they would appreciate even at this level and make that work.

With the CARES funding, like I mentioned, there are some waivers and suspensions. One of the things that was waived with 2020 funds was the Public Service cap. If you remember in previous years, we're always kind of looking at the numbers to make sure we don't go over that 15%. This year, since it was waived, we are able to fund some of the public services at a higher amount than we have in previous years.

Housing Counseling recommendations are here. Their application to Will County was for \$60,000. We know that Bolingbrook sets aside \$36,000 so we just made up the difference there.

Housing Services, this is a set-aside because we do operate a Tenant Based Rental Assistance program with the State's Attorney's office and with CCC. Admin is typically used for TBRA or Home programs but this allows us to use CDBG dollars for Admin costs. So, that helps us with our accounting.

The **Court advocate** at the \$70,500.

Homeless prevention is \$50,000, just keep it at the locations that we funded last year. There's one in Bolingbrook and one in University Park.

Will County Center for Community Concerns we have provided matched grants that the center gets as the lead agency to the Continuum. We're going to work with the new Homeless

Services Director to find projects that can serve as match because those dollars do leverage \$4M of Continuum of Care dollars into the community. So, that's an important one to keep.

Crisis Line we did not recommend funding for.

Holsten we did not recommend funding for.

Senior Services and their supplemental CARES Act request.

This would be our CDBG. Are there any questions or concerns about any of these projects?

County Board Member Mike Fricilone asked with the Wilmington project, is that a one-time deal and they're done? That project will be complete, so they won't be coming back?

Kathy Pecora said no that will be complete.

County Board Member Mike Fricilone said ok.

Kathy Pecora said that's the entire project.

County Board Member Mike Fricilone said the other thing I wanted to ask was on the Hands of Hope and the refrigeration equipment. They'll take whatever we can give them but are they getting anything for the \$100,000? Are they buying multiple refrigeration units and this will get them some versus none? Or, are they just holding that money until they get \$200,000 to buy the refrigeration equipment?

Martha Sojka said the invoice that they provided with their CARES application identified a refrigeration unit that was \$192,000. I don't know if they can scale back. They're working with a lender for the gap that they have to fill. Otherwise, the owner has equity in it of about \$500,000 in the lending application. It might just mean that they have to finance more, in terms of if they decide to move. If the acquisition of the new place doesn't happen and they stay at their current location, then they'll be buying refrigeration to meet the space in that location. I don't know if they've got their financing completely in order or finalized yet. They gave us an invoice of \$192,000 for refrigeration for the new space. They're still kind of in limbo depending on their bank financing comes in at.

County Board Member Mike Fricilone said I just wanted to make sure that they're actually going to get something for the \$100,000, I mean if they have to get 1 versus 2. If they're buying 1 big refrigeration walk-in or something, if we're only giving them \$100,000 and they can't get that other financing, then what?

Kathy Pecora said we can write in our agreement that the funds are going to be used specifically for refrigeration. They can get something half the size because it was quite a significant walk in cooler that they proposed in their application. So, we can guarantee that it will be used and we can write the agreement as such that it needs to be used for refrigeration and put the stipulation in for either location.

County Board Member Mike Fricilone said ok, that would be good. Thank you.

Martha Sojka asked any other questions?

No response.

Becky DeGroate asked did you set to record?

Martha Sojka said oh no, I did not but we have Kris on the line and is taking notes. Thank you Kris. I'm sorry, the meeting got started in a little bit of a frenzy with people not being on. So, hopefully, we'll have to rely on Kris and her wonderful note-taking skills.

Becky DeGroate said we can record starting now.

Martha Sojka said let me do that. Ladies and gentlemen, we are recording.

So, our HOME Consortium, the spreadsheet is up. Any questions on any of these projects or Staff recommendations?

No response.

Martha Sojka asked any concerns?

No response.

Martha Sojka said so, as I mentioned with Habitat, it's a great opportunity for Habitat and the County. The way that this would work is we're going to put it as a set-aside for new construction. Once they're ready and have an application that went through underwriting with a lender, we would do this as a substantial amendment to the Action Plan to identify that the dollars are going to an agency. The Advisory Board would be made aware of that.

Then we have ESG. That's pretty straight forward. All of the allocation that's provided within this goes to the 2 agencies and that's just zeroed out.

Questions on anything else? Or any comments? Discussions?

No response.

Martha Sojka said so that would conclude #4, the recaps of the applications, Staff recommendations, and any discussions. We can now move to New Business.

We have 2 motions that need to be made.

The first is a motion to approve the Program Year 2020 projects for inclusion in the 2020 Action Plan.

Vice Chair Denise Winfrey made the motion. Mayor Jim Holland seconded the motion.

Vice Chair Denise Winfrey said my motion is for both. Jim is your second for both?

Mayor Jim Holland said yes.

Vice Chair Denise Winfrey said Martha, do you need something else?

Martha Sojka said no, that would work.

Both motions passed unanimously.

Martha Sojka said thank you.

Then just some quick announcements.

June County Board meeting we will have an extension of a Joint Agreement with the Village of Bolingbrook to continue for the next 3 year term as part of the Urban County Qualification process. Just for your information. They are a member of our CDBG, I guess it's a Consortium at that point. Every 3 years we renew that agreement.

The Action Plan and Consolidated Plan, I'll make that information available for the Advisory Board and you can take a look at that.

The July County Board meeting is where we'll have the approval of the Action Plan which will include these projects and our 5 year Consolidated Plan.

Our next meeting will be in December and we'll have a public hearing and review of the Annual Performance Report. I don't know that we've ever historically done that but our Bylaws do indicate that we have a meeting in December. I think it would be a good opportunity for the Advisory Board to see what work was completed from the year prior, in terms of what was funded.

Last item, County CARES funds. If I can just share something with you here. These are some of the maps that we shared during the CARES Act review.

I just wanted to highlight some things again.

These are available on our Will County GIS site. It's part of the Health Assessment website. There are a series of maps here. We have this one here that shows the high percent of low income population. The high percent of the households that are un-insured that don't have health insurance. High percent of African-American population, percent black. High percent of Hispanic population. High percent of population that has no High School diploma. If you look at these maps, obviously there's a pattern that starts to come up.

When we were doing our CARES funding and you talk about Equity and Inclusion, where do the dollars need to go? Where are the needs the most?

These patterns came up quickly. They coincide with County Board Districts 1, 3, 4, 8 and 9.

Will County Health Department also provides on COVID-19 by zip code.

You can see that those patterns become really evident even when it comes to COVID-19 cases coming up.

I know the County has CARES funds coming their way and they're working on finding ways to get that into communities. Just some things to consider as you're having those conversations, or as we all are having those conversations.

Equity and Inclusion Lens is important when you're asking the questions of where are these dollars going. Are they meeting the needs of the populations that really need it?

As we have identified with our HUD CARES Act funds, it really County Board Districts 1, 3, 4, 8, and 9.

Some things to consider is the School Districts in these areas. We work with Valley View School District through our Continuum of Care. We work with Fairmont School District. These Districts need technology to allow for e-learning. There's also disparities with internet access. So, to expect the child to continue learning at home when the home doesn't have internet access is a real concern. That's something that could be fixed if we put some thought into it on how to make these CARE funds actually go to where they need to go.

With townships and local governments providing PPE for all members of the households. My parents live in the Village of New Lenox. A couple weeks ago, they partnered with New Lenox Township and sent out an alert to all of the residents in New Lenox to come out on a Saturday afternoon by the Police Department with an ID and identification of how many people are in the household and they provided masks for everybody. That is something our Townships and our County Board Districts could be doing in these areas that are identified as hot spots for COVID-19. The only way to prevent or slow down the spread in our areas, ask our Health Department what that is, and that is PPE and social distancing. All of those things need to happen there.

Access to frequent COVID-19 testing is something our Health Department has been great with. Mobile services. Making sure they understand, and I'm sure they do because they're providing the health data. Just working with them and getting those testing locations in those communities.

Another thing we found with the CARES Act process, is application assistance. A lot of these communities and community centers in these areas rely on volunteer help. They don't have paid Staff. They don't have grant writers. They don't have access to information that we often times think is just a given. So, even if you put out an RFP saying we have all this money to help, we really need to do a good job at actively engaging these communities in applying for funds. It's not as easy as we think. Access to the internet. Access to the printers, scanners and all sorts of things are not as readily available as we sometimes think. When it comes to applying for these funds, if we can just make a concerted effort to actively engage in these areas and tell people that there's funding available. Actively engage the townships. Actively engage the County Board District representatives to get these dollars into the communities.

Coordination of efforts is important because we do have a lot of money coming into the community. The County secures funds. FEMA has public assistance funds. United Way has

funds. Just making sure that we're all coordinated and providing maybe using the funds to come up with a 3-1-1 number where we utilize our GIS Department who also has a COVID response website currently identifying certain resources in the community. Just thinking long term rather than just band aids. How can we make a long term impact? I know having 1 number to call is a lot easier for residents rather than shuffling them through a multitude of government agencies and entities in order to get assistance. That's one thing to consider there.

Kathy Pecora said to your point about assistance to local townships and local governments, I'd like to go back to Peotone. Peotone was completely unaware of the availability of Community Development Block Grant funds. They are in the process of trying to make a large economic development project work. They went for assistance. Roadwork that is needing to be done, IDOT is requiring the Village to complete. They have a developer ready to construct the Holiday Inn Express and a very significant truck stop with showers and multiple stalls. It's a big project but the work that's required on the road itself, that the Village would have to produce is close to \$2,000,000 and they just don't have the funding. So, they went to John Greuling and asked the Will County Center for Economic Development for assistance. He said go to Land Use and they found Becky, Rebecca, DeGroate who then sent them to me. Communities like this don't even know where to go for assistance. This is something that would provide employment. It would be an economic stimulus to that community. Just getting our County Board Members and our Township Supervisors across the board would be very useful. Thank you.

Martha Sojka said thanks Kathy.

Lastly, just housing and food assistance. There's no doubt that is going to be a need going forward, a long term need. Housing was always a problem and we've always had issues with that. The diversity of housing is an issue. Our inventory is an issue. Over 80% of our housing stock is single family. When you think about people that need rentals and just other housing options. We just don't have that. So, housing has always been a challenge. Looking for ways to diversify housing options and supporting housing options that are different than just a single family home. So that elderly could downsize. Just support for those kinds of concepts because right now we need other housing options. Communities that only have single family homes in their community are not resilient in situations like this. Housing stock is like a stock in the market. If it's not diversified, you're going to get hit in different markets. Really it's important to have different types of units in your community. That's something that we always struggle with. We deal with populations that need something other than single family homes. That is going to be a problem going forward. Any assistance that can be provided with CARES funds that can help with housing and rent assistance and mortgage assistance to keep people in their homes will go a long way.

I think that's it. I just wanted to throw some of those things out there. We did experience a lot with the HUD CARES funding applications. I know you have a lot of challenges ahead of you with the funds that are coming through the County. I feel for you because that's a lot of work. I

know we can put it in good places. We have a lot of need in the County and a lot of amazing resources too.

Thank you for your time.

Does anybody have any questions or comments?

Kathy Pecora said I just wanted to say that we had a quorum for all of our votes.

Vice Chair Denise Winfrey said that's great Kathy. Martha, on that last sheet that you had up, I see a notation on the Agenda but I don't see the detail. If you could send that over to me so I can share it to the CARES Funding Committee that would be great. Thank you.

Martha Sojka said I can do that.

Ron Alberico made a motion to adjourn the meeting at 1:55 PM. County Board Member Mike Fricilone seconded the motion. Motion passed unanimously.

WILL COUNTY ADVISORY BOARD MEETING

MINUTES

MAY 19, 2020---3:00 PM

CALL MEETING TO ORDER

Vice Chair Denise Winfrey called the meeting to order at 3:01 PM.

PLEDGE OF ALLEGIANCE

Vice Chair Denise Winfrey led the Pledge of Allegiance.

ADVISORY BOARD ROLL CALL

Roll Call was taken by Kathy Pecora.

Advisory Board Members Present:

Speaker Denise Winfrey

County Board Member Mark Ferry

County Board Member Mike Fricilone

Township Supervisor Ron Alberico

Mayor Roger Claar

Mayor Jim Holland

Director Kris White

Director Michael Hennessy

A quorum was declared.

Martha Sojka said essentially the projects need to serve a low income population. We're looking at projects that respond to basic needs of shelter and food. Also, we are making sure that we're being equitable and inclusive when we're doing our decision making. Paying attention to what the data shows and having the data available through our different partnerships and collaboratives that we work with. The Continuum of Care, the MAPP Collaborative, the data that the GIS provides us, some of the CDC statistics, and the health assessment data.

I'm going to pull up the Staff recommendations. I did send these out this morning and shortly after realized that two of our applicants are very similar names. I did a lot of cutting and pasting and trying to format an excel file into a pdf. Somehow, those recommendations got flipped so I did send out a revision. I'm hoping you will have the revision in front of you.

I'm going to start out with a summary of what the allocation is for CDBG and ESG dollars. The ADMIN that is set aside and what is available for competitive application for CDBG is \$995,411.20. And for ESG the amount available is \$503,772.00. Staff recommendations is just over the amount of what the Competitive Application is for. So, there's a shortfall of just over \$23,000. We do have CDBG that's available for prior years that could be re-allocated. So, that would be the Staff recommendation. I just noticed that we would have to add that in under New Business in terms of a motion to re-allocate prior years allocations to cover that. We can talk about the Staff's recommendations if that's not something you want to do then it won't be added to the Agenda.

So, I'll start with the ESG. Can everybody see this ok? It's small.

I'll just start with the ESG Applications. Those are a little bit smaller pot of money. Essentially the Emergency Solutions Grant goes towards ending homelessness or for our agencies that work with the homeless population.

If you're not aware, when the shelter in place order came down on March 23rd, the Continuum of Care had to come up with a solution for housing the homeless under a shelter in place order.

It happened to be right about the same time the Daybreak Shelter decided to close because they were not able to keep their facility open under the current conditions. Either it was the social distancing requirements or the capacity requirements. They are very volunteer based. They lost volunteers that typically help at the shelter so they decided it was safer to close the shelter and re-house their shelter stayers in hotels.

It was the same time the Continuum of Care agencies were meeting to discuss what our strategy would be.

The other shelters in the community were at capacity and were unable to take additional homeless individuals. The response was to use current HUD dollars that were out in the community, re-allocate those dollars and house individuals in hotels, partnering hotels.

The delivery mechanism was that anyone would have to go through Morningstar Mission intake and get a COVID health screening. If they did all that, they would be housed in a hotel. We currently have 3 hotels that are operating in this fashion.

One of them is Guardian Angel. They also had to de-concentrate their shelter so that they can meet social distancing requirements. Catholic Charities has a hotel with their shelter stayers.

Then the Continuum of Care has a hotel that they're funding.

When we started it was all just re-allocating dollars that were already out in the community with our partners at Will County Center for Community Concerns. Daybreak also had some dollars. Then there was an opportunity to apply for DHS funding so we were successful in getting some of those dollars to fill the gaps.

It got us until about May. Now we still have the individuals in the hotels that we're trying to shelter. We don't know if an order is going to be extended into June. The idea is to plan out until June 30th. United Way has been a partner in that.

When we first started, we needed to get money out into the community quickly. United Way is a great partner for that because their funds are unrestricted and not tied to all sorts of federal regulations. United Way had applied for funding that our service agencies applied for, so it's almost like a duplicate request.

Guardian Angel is applying for funds to keep their shelter stayers in shelter, as is Catholic Charities, as is Will County Center for Community Concerns.

The Staff recommendation is the following: to fund Guardian Angel, Catholic Charities, and Will County Center for Community Concerns out of ESG dollars in an amount that would allow them to keep their population housed in hotels until June 30th. If the order is lifted prior to that, ESG funds could be re-allocated within those agencies to other efforts like rapid re-housing.

The Staff recommendations for Guardian Angel is \$54,625 to get them to June 30th.

Daybreak Center, based on the information they received and what they have in hotels right now, \$68,297.

Will County Center for Community Concerns \$124,750.

Then the balance of the ESG dollars, Staff recommends going to Trinity Services. They have been instrumental re-housing our homeless population which also currently frees up our hotels, which is great and it would leverage the dollars that the County approved in April.

That would be the recommendations for the Emergency Solutions Grant dollars.

Hope and Divine Transitional Living Home is currently not occupied and under renovations, and in Cook County. If they wanted to do something like this in Will County, then we would definitely consider it. It's just not a priority at this time.

Again, United Way for ESG was a duplicate request because they did bridge some of the gaps in funding when we first initiated our assistance plan for the homeless.

Mike Hennessy said I just wanted to clarify there were 3 components of our application. Obviously, the rapid re-housing, as you pointed out, are the direct providers. Nobody to my knowledge is involved with the diaper distribution program. We're working with several different organizations throughout the County helping needy families essentially with baby items. Then we're also still providing the emergency meals to the hotels. If we're going to continue that, we could utilize the resources. Those are 2 other components of the 3 that we have respectfully requested for consideration. I just wanted to clarify that to all the Advisory Members as well as the Staff.

Martha Sojka said the diaper distribution program and emergency meals would likely be paid out of CDBG and we did not separate that as a separate grant agreement. I think my original thinking on that was with our CDBG grants, we definitely put some priorities towards shelter and food and medical. From my understanding that the food at the hotels was being taken care of through other resources, whether it's volunteers or not. We did put out a petition through a local community to assist us on weekends. They have been instrumental on doing that on weekends. Then I know Kesha at United Way has been great with donations from local businesses. The request I think was to go out 24 weeks. Again, I don't know that we're anticipating that long, so I didn't separate it as a CDBG activity but that is something that could be considered by the Advisory Board. We've got \$4.8 million dollars of requests and \$1.7 in terms of getting the dollars out. With the allocations what they were, I didn't separate that out as a separate CDBG request, but you can definitely be considered by the Advisory Board.

Mike Hennessy said that's alright. Thanks for the clarification. I just wanted to make sure the different 3 components separate from the other 2. Especially from the rapid re-housing which you've got a lot of great providers doing that service directly.

Martha Sojka said thank you. If there's any comments or questions about the ESG dollars, now would be a great time to address that then we can move on.

County Board Member Mike Fricilone said I have a question about the Guardian Angel.

Martha Sojka said yes.

County Board Member Mike Fricilone said later in the CDBG funds, they have the same specific project summary with the same dollar amount. Your recommendation is \$20,000, which would actually give them more than they have requested. If you go down to page 4, in the middle, Guardian Angel Community Service, \$65,944 and it's the same project summary. You're recommending \$20,000. That 20 and the 54 is going to give them 75. They're only requesting 65.

Martha Sojka said thank you for that. Let me clarify. When we were trying to determine what it would take to sustain the shelter stayers until June 30th, we took the number of hotel units

that we're currently supporting and multiplied out 45 days. What Guardian Angel applied for was just to get them to the end of May. So, we're planning out ahead for 45 days because we don't know when the shelter order will lift. If it lifts at the end of May, then they can use that money for rapid re-housing which is also something that's eligible with the Emergency Solutions Grant funds. In terms of consistency, I guess between the 3 agencies that are currently sheltering the homeless in hotels so that they're all covered until June 30th. Since March 23rd, there's been a lot of I'll pay you, you pay me back. The funding sources have been at a different time. United Way has been instrumental in filling those gaps when we needed them with the idea that some of them would be reimbursed when the other pot of money was available. At this point, it would make planning easier to get all 3 agencies planned out to June 30th.

Mike Hennessy said ok.

Martha Sojka asked any other comments or questions?

No response.

Martha Sojka said ok. We will move to CDBG. CDBG, we had organized them by food, then housing, then other. In this excel file, I went a little bit further. 3 of our food applicants are really food distributors and not necessarily food pantries, although they provide food at pantries and what not.

Northern Illinois Food Bank is asking for \$200,000.

Illinois Partners in Hope is asking for \$325,000.

Hands of Hope is asking for \$200,000.

In my comment section with **Northern Illinois Food Bank**, the concern we have is they're asking for an application as Will County specific fund that would provide funds to their Will County partner agencies to go online and shop for items that they need at their pantry. Those items would be covered by this grant. If you look on your list of providers, their agencies, their member organizations, 7 of them are closed and they identify that they are closed. 6 out of the 7 are in the City of Joliet or in the Joliet area. And the other one is in University Park. If you recall any of the maps, that's exactly where all of the need is. To have those doors closed and no distributor addressing that was a concern.

We do also have another distributor in the community called **Illinois Partners in Hope**. They have a warehouse in New Lenox. They work extensively with ShareFest, which is also a partner that we work with in the Resource Recovery and Energy Division. They provide food with no cost to their member organizations. We thought, in terms of sustainability long term and how do we get food to these agencies that the resources would be better served to this agency, Illinois Partners in Hope. Obviously we can't fund them at the full amount. \$175,000 of that request would go a long way and our grant agreement with them would specify they would partner with the food pantries that are currently closed to get them open and get them food

without cost. The other concern I'll mention. Northern Illinois Food Bank is using a technology system where you can just shop online for the food. That implies that our pantries have that ability and I don't have evidence that all of them do. That's another barrier in terms of shopping for the food rather than picking up the food and it's delivered. Illinois Partners of Hope will also deliver the food for free.

The 3rd distributor is **Hands of Hope**. They do currently have a facility in Joliet, I'm blanking on where it is. They're looking to move because basically their facility they're at doesn't have refrigeration within the facilities. So, all of their food is in refrigerated trucks until it's used, which is expensive and non-efficient. They've identified a building in Joliet, on Republic Avenue. They're asking for equipment funds. We funded Northern Illinois Food Bank in Will County for equipment. So, it is something that we think is valuable. It does increase capacity of distribution in this area. Obviously the funding is limited. We think we can fund the project with unallocated funds, or older year funds and we would address that at the June 2nd meeting if that is something that the Advisory Board would like to consider.

A gentleman said I have a couple of quick questions getting back to the Northern Illinois Food Bank. I thought I heard Tessa mention about mobile food pantry. You said that's an option to explore for those sites that are still closed that mobiles could be arranged to be provided at that location. The other was, would they be willing to, on a pantry that are currently not members, under this pandemic would they be willing to grant an exception for maybe a month or two to allow those non-members to benefit from what they're able to provide to their current members? Those are just 2 quick questions.

Martha Sojka said mobile food pantry, they do have a schedule of those. I do know that any of them are within that. Northern Illinois Food Bank has partnered with us on getting food to our hotels. I don't want to make it sound like we haven't been a partner. In what they're applying for and what their needs are and the area that the needs are, I'm not sure that it meets their needs. In terms of the question about would they work with non-members, I'm not sure. You can ask them that. The fact that 7 pantries closed in the area, and they are member organizations of the Food Bank and 7 of them are closed in the area of high need, I don't know what they're thinking. I don't know if they've put that thought into it in terms of assisting non-members when their current members are not being assisted.

Kathy Pecora said if I could add, food truck distributions need to be scheduled in advance. This happened so quickly that there was no preparation and there was no program quickly developed to bring food assistance to those areas. That's where Illinois Hands of Hope stepped in. They came out and they had food distribution to those areas on the east end and south end to try to make up that meal gap because the only facility that was open serving the south end was the Salvation Army, which quadrupled in clients to be served. When it came to immediate response, the Northern Illinois Food Bank wasn't prepared.

Martha Sojka asked any other questions before we move onto the other? So, the Staff recommendation would be to fund Illinois Partners in Hope at \$175,000.

Now we move onto a request for just general food assistance. I guess its food and community services. As you heard some of the applicants said it's just not food. People and residents in the area also go for other assistance whether it's programming or other items that might be available at that community center.

We've got 4 applications.

Blessings Table Ministries, National Hookup of Black Women, Harvey Brooks Foundation and Forest Park Community Center. All serving areas that we work in whether it's Preston Heights, Forest Park, Fairmont. If you read through their applications, they're all essentially all asking for the same things. Either the doors are closed or they serve food but not in a real pantry capacity. The amounts that they're asking for is quite a bit. All of them are at the \$100,000 mark with Harvey Brooks at the \$200,000 mark. Their requests are for staffing. Their requests are for basic PPE, boxes, for supplies, all the things that a pantry needs to be able to operate. So, what Staff is recommending, rather than funding these individually because we can't at the levels that they're asking, to group these 4 into an initiative called Bring Food to Where Hunger Lives. Specifically because we have gardens there, established gardens at all 4 of these pantries. The idea would be to lump them together as one project at the amount of \$175,000. It will allow Staff some time to work with these 4 entities on finding a way to meet all of their needs. Whether it's equipment, refrigeration, boxes, or staffing in a way that helps build sustainability in what they do. Right now, if we funded just for what they're asking in terms of food and maybe some part-time help, it's really a band aid to this system. Rather than trying to build their capacity to remain open as a pantry when things like this happen. The request would be to do a set-aside we'll call it, of \$175,000 to allow Staff time to work with these 4 entities in a more collaborative way. We talked to a couple of them prior to coming up with this recommendation to see if they would be willing to collaborate. One pantry has a van and the other pantry doesn't. Some pantries have paid staff. Others are completely volunteer. There is a way where we could do a shared services model among these 4 pantries where everyone benefits. Then the requests that they're making specifically for food, we would partner with the Illinois Partners in Hope for providing that food so it's no longer an expense for them. I really think we can make it work within these 4 pantry requests to be more of a sustainable model rather than just fixing the bleed under the band aid.

Kathy Pecora said all of their gardens are currently assisted by the County. All their plants and soil and everything else that they need is provided. So, that's not an added expense for maintaining those gardens currently.

Martha Sojka said some of the criteria that we use when we're looking at these applications was that idea, let's build capacity. If we're able to provide refrigeration to all of these pantries then they are able to keep their perishables in the refrigerator for a longer periods of time. It's

needed if we're going to grow on the community garden aspect of the investments that we already made there. It gives us an opportunity to scale up. Let's say next year we offer training for food pantry management. Or, we offer training for gardening. You could scale up to possibly having an urban farm where we are producing food and selling it to the JJC Culinary School. There are options here that would really provide some economic development opportunities if we planned it the right way. There's a lot of potential within these 4 applications to do that and a lot of desire to do that because the needs in these communities are tremendous and it doesn't stop. So, the Staff request would be to lump these 4 requests because they are garden partners into a \$175,000 allocation. Then we would work with the members to come up with something that works for all of them.

I'm going to move on to some of our smaller requests.

Provisions Lab, Love Monee, Staff recommends funding at full amount. These requests are very similar to the other requests. Funding at the full amount because they are only 1 of 2 pantries out on the east side, one of which closed. They're serving basically 2 populations. You saw on the maps the eastern side of the County is definitely an area in need, especially University Park or Crete/Monee. This agency has done a lot of work and we've worked with them through ShareFest, so they are a partner we currently work with.

Kathy Pecora said they're also a gardening partner.

Martha Sojka said right, which is a great point in terms of the opportunity to scale up maybe a year from now or two years from now in terms of our distribution to other entities that have community gardens or pantries that have community gardens.

Spanish Community Center, their request was \$92,000. I know they're City of Joliet. I did reach out to my counter-part at the City and they are funding Spanish Community Center with their CDBG dollars, COVID dollars for rent assistance and mortgage assistance. They are also assisting with some of their building improvements that they're asking for. The ADA improvement, the City of Joliet is planning on assisting in. It is located in the City of Joliet but we do have unincorporated residents that utilize the Spanish Community Center. We are recommending partial funding at \$20,000 to assist with their needs.

Then we have **4 Kids Sake**. It's another pantry up in the Romeoville/Bolingbrook area. This came as a recommendation when I reached out to see if there were any needs up in that area. Again as you saw in the maps, that corridor is a high need area and 4 Kids Sake is doing a tremendous job filling that need. They've seen increases in their demand so they're asking for assistance with the COVID related food delivery and food efforts. Again, the same types of things, supplies, PPE so that they're safe when they're delivering the food or providing the food.

Then we have **Senior Services of Will County**. Their request is for \$290,000. We're recommending \$75,000. Senior Services does an amazing job of pivoting in the community when they need to pivot. They've always been very responsive to the needs. This is a perfect

example. Now, we fund an owner-occupied rehab program with them and that's kind of stalled and slowed down. What they did see within their population or within the people that they serve is that the elderly are afraid to go to the grocery store. They see the news and they're scared. So, they've pivoted to help provide grocery delivery and transportation assistance. They're doing online resources and classes. They have line dancing online to keep seniors engaged during this time on Facebook. Doing well-being checks. It's a great program and a great pivot to respond to the needs for this one. Again, if we had the funds I would recommend completely funding all of these at their levels but we're recommending partial funding at \$75,000. I think there is some overlap in terms of delivery services to elderly. We do have pantries that are providing that service as well. I'm hoping that they can get some other assistance through some other federal dollars.

County Board Member Mike Fricilone said I would like to find somewhere in this a little bit more money for them. I think the seniors are suffering more than anyone, even just human contact. The delivery is more than just food, its contact. I really wish we could find some more somewhere else. I noticed we have one coming up again, that we're over-funding. If somebody feels comfortable that they're getting the funds that they need, I'd like to shift more to the seniors.

Kathy Pecora said also to consider, a lot of our food pantries are providing that delivery service and that interaction because they're members of the community. That's also happening kind of on the local level. There's a role that our neighborhood pantries have been serving. What Lou Ann brought up from Second Baptist is that Blessing Table was known as a place to congregate. Because the congregation was no longer happening, just know that some of these things are being done. I appreciate what you're saying, the seniors are most impacted by this because they're the highest risk group. We need to support their mental health and their physical health.

Martha Sojka said thank you for that. I will say that I know we have some unallocated old funds that we could add to this pot of mix. I don't have an exact number but I think at least \$100,000 was available. If there are some projects that you really feel need to be bumped up, it's obviously a conversation we can have. There is a little bit of wiggle room for that. I know that we have funds that we can re-allocate and we can consider that.

Vice Chair Denise Winfrey said I would like to see us do that as well. That is one area and I will agree with Mike on that. That's a group of people and it's the same thing happening at the Blessing Table. Those people came and they're mostly all in the older category. That would be their weekly visit, pick up some groceries, take home, and have a meal together. Have a chance to see people, have a little blood pressure check, blood sugar check, all those kinds of things. That congregation, that human contact is gone. It was a support for those seniors. I think the same thing is true at the Senior Services Center. I'd like to see them, if we have some extra, to get some of that.

Martha Sojka asked is there a specific dollar amount that you would want to consider? I think right now we're over-budget by \$23,000 but I would almost guarantee that we could find \$100,000.

Vice Chair Denise Winfrey asked do you mean bring them to \$100,000? I'd like to see that. You mentioned that we might have some old money. If we could even just raise them to an even \$100,000, I would like that.

County Board Member Mike Fricilone said I agree, Denise.

Martha Sojka said ok, we can do that. In June, I still have to do a lot of accounting for everyone, old dollars. When we have our meeting in June, if there's any additional funds, we can always add to these at that meeting. It wouldn't be available to them until July because of the County Board Meeting but it will at least get them going.

Vice Chair Denise Winfrey said they will know it's coming.

County Board Member Mike Fricilone said this is going to be an ongoing problem for seniors even more so than everybody else. As we loosen restrictions, they're going to be more reluctant to come out. It's going to be more important that we keep that contact up with the seniors.

Martha Sojka said ok, good point.

Our next food application as we call it is **Holsten Human Capital Development**. Staff is not recommending any funding for this pantry. Of course they do good work just like anybody else. They are located within Riverwalk homes. It primarily serves the housing complex and some surrounding community. The City of Joliet does fund that facility with their CDBG dollars and they do plan on helping with their expansion. Staff thought that was kind of covered. It might not be covered at the full amount but we've got our hands full with others in our jurisdiction that need assistance. Staff did not recommend funding for this entity or this pantry.

Our next one on the list here is **Will Grundy Medical Health**. They did ask for \$55,000. Staff recommend \$75,000. In the application, they're saying that they can increase their service from 10% to 15%. What Staff would ask them to do on top of what they applied to do was to partner with those 4 community centers and pantries that we've identified in that set-aside proposal so that we can get some of our Staff at those community centers or partnering in some way. We know that individual that go to the food pantry or the centers often need a lot more than just food. Especially in this type of environment, health access is important. In those zip codes that we were showing at the early part of the presentation, there's a lack of health professionals in this area. If we can make those connections, or those partnerships where we ask Will Grundy Medical to partner with us, and those community centers, we can really make more collective impact on that. The recommendation would be to increase their funding so that we could ask them to provide other health services at the partnering pantries.

The next request is **Community Service Council of Will County**. Their request is \$405,000. Staff is recommending \$175,000. CSC typically does foreclosure counseling or housing counseling, or mortgage assistance. They're making an application for rental assistance. We also have other community resources available through our community action agency that will provide rent assistance in the community. The City of Joliet is funding the Spanish Community Center to provide rent assistance and mortgage assistance within the City of Joliet limits. We thought we could start out at \$175,000 and see what the demand is. We have other resources that could be used for rental assistance if the demand is actually there. I don't know, Kris, maybe you could speak to that a little bit with the agency hat in terms of rental assistance. That's what Staff is recommending.

Kris White said we've seen obviously, a huge increase in rental assistance. We are getting monies through our Community Service Block Grant. We'll have about \$700,000 to provide for direct client assistance. Of course that can be mortgage assistance, rental assistance. The Governor has set up a hotline, though he hasn't publicized that number yet, for community action agencies for people that don't know where to go for each County. We've received about 70 names on the spreadsheet, so that's 70 additional calls. The lion share is definitely rental assistance. So, there's definitely a need for it. I know Bob, Veronica and I sat and had a meeting, once this money comes in, how can we best get the flow going?

Martha Sojka said the 3 entities that would be providing this service for the County in terms of rental assistance and mortgage assistance have been communicating so that there is a collaborative effort. The agencies are offering the similar service. We do need to make sure that there's no duplication of services and how we're going to handle that. Those conversations will happen between the agencies. It already has been happening. Thank you for that, Kris.

Kris White said absolutely.

Our next application is **Will County Center for Community Concerns**. They have a budget for housing counseling and foreclosure prevention specifically. The project is \$190,000 and they are asking for \$50,000. It's essentially to cover additional staff. If you can imagine, as Kris said, she's already had 70 additional calls asking for rent assistance or mortgage assistance or housing counseling of some sort. This would help the agency provide the staffing that's going to be required to take on these additional calls. Staff is recommending the full amount requested.

Prairie State Legal's application was to hire an additional attorney in Joliet to enforce home lending laws and tenant rights during this financial fall-out. Staff is recommending not the full amount because again, the pot of money is not endless. Staff is recommending \$75,000. I think they can probably still make this work. It is important to have a legal advocate for our residents, whether it's a homeowner or a renter. As Andrea talked about during the public hearing, they do have calls about landlords doing what is illegal stuff in terms of kicking renters

out. That becomes a fair housing issue and that's something we need to make sure does not happen in our community. Staff is recommending \$75,000 for the additional staff attorney that would assist in these types of issues that they expect to increase.

Guardian Angel Community Services this is one application that they didn't specify between the 2 pots of money. They were specifically asking for communication upgrades for their shelter so they could provide services that they normally provide face to face. That's more of an equipment cost. If you look at their application, they're asking for probably \$30,000 for equipment cost. Staff is recommending the \$20,000 to help them towards that effort to make sure they're able to provide their services as needed.

Then we have **Catholic Charities**. As Courtney clarified, the application was one application with many asks. I tried to enumerate the "asks" in the summary here. One is to maintain the 37 units they currently have in hotels or the individuals they have in hotels. I've talked to CRC members and I think that number's a little high. I don't think they're up to 37,000. I think we estimated, based on what we knew, 21 units. That's where the ESG dollar recommendation came from. They're also asking for increased capacity and requesting rapid re-housing dollars. At this point, the shelter's closed. Staff is recommending that we focus on what is it going to take to re-open the shelter. In the absence of that shelter, we're all kind of stuck in a bind in terms of the Continuum of Care being able to do what it does. I went through that application and consulted with CRC members to find out what's the immediate need to get that shelter open. Some of their requests for cleaning and disinfecting the shelter, they do have a contract for that, but that's obviously a monthly cost that they didn't anticipate. They also have some COVID-19 facility modifications that they need to make in addition to some capital improvements to the shelter to make it eligible for opening up and taking shelter clients. Their capacity is currently at 120 and we know that will definitely not be 120 due to COVID. The number will be less. I did email the applicant asking for some specific information about what their plans are for opening the shelter. I have not gotten that plan yet. We're recommending \$125,000 to help them get that shelter open but it's really going to be contingent on seeing an action plan for doing so. We haven't seen that yet. The recommendation for Catholic Charities is at \$125,000 to help them get the Daybreak Shelter open in a fashion that's COVID-19 suitable.

Mike Hennessy said Kris and I were on the weekly call we have with the City of Joliet and our homeless providers. Kris, correct me if I'm wrong, but did not Courtney from Daybreak mention that they're looking at maybe in July kind of phasing in people from supportive housing then to other shelters? But because of the new federal regulations, their capacity is going to be 36 individuals. Is that correct?

Kris White said that is correct. They said July 1st they would get their permanent housing folks that have been living there back in. Then they were going to do a phased in approach as to bringing people from the hotels back to the shelter. Their capacity is going to be very diminished. The shelters capacities will be severely impacted.

Mike Hennessy said that's the challenge all communities are going to be face with now with these new regulations and the distance requirements. The shelters capacities will be severely impacted. When they're at capacity, what do you do for them? Will there be other Daybreaks or Morning Star Missions open throughout the County to help accommodate those who cannot be served at both those currently based on the changing of federal regulations.

Martha Sojka said thank you for that, Mike. That definitely kind of paints the picture. It's not a happy picture by any means to go from a capacity of 120 down to 36. That does leave quite a gap and quite a void in the Continuum of Care system. That is something the Continuum of Care is going to have to address in the forward thinking and how to fill those gaps. I don't have an answer to that. I did not know that they plan to re-open on July 1st to start phasing in other clients. That would imply that their ESG dollars that we're recommending will be needed. Do you happen to know if the unit count is accurate, 21 units versus the 37 they indicated?

Kris White asked do you mean at the hotel?

Martha Sojka said yes.

Kris White said I think it's closer to 37.

Martha Sojka said ok, we might need to up the Catholic Charities budget and ESG. We would take that out of rapid re-housing to put that in Catholic Charities to make sure their units are covered until June 30th. Is that something that the Advisory Board would consider doing?

Mike Hennessy said yes.

Martha Sojka said currently what we budgeted for in this ESG budget for Catholic Charities was 21 units at \$65. Their rate at the hotel I think is \$65 times 45 days. We'll increase the 21 units to 37 units. Then the balance will go into Trinity.

That was the tough one. Let's see, are they getting any better?

Greater Joliet Area YMCA, Staff is not recommending any funding for them. Again, their request is for summer programming. There are COVID related facility improvements once they are open. They are currently closed. Again, in the scheme of things, in terms of what's an immediate need and what the community requests have been and the dollar amounts available, we didn't think the request for recreational programming at this time was a priority and are not recommending funding.

CASA of River Valley, we do fund them normally through our Public Service Grants. This particular application came through to sustain their staffing because their event fundraising has been cut. They haven't been able to fundraise. This really isn't the intent of the CARES Act fund. It's not supposed to be for operational deficits because you can't fundraise in this environment. We're not recommending funding for this project either.

Habitat for Humanity, also their application for CARES Act funding speaks to their development budget. When they submitted a development budget for 1 of the homes that we normally support, one of the layers of funding is usually a Habitat Line of Credit. That Habitat Line of Credit is filled with restore proceeds and fundraising efforts. With their restore closed and the fundraising stalled, they are seeing a deficit in their development budget. Ultimately, that's an operational budget. They did get awarded PPE dollars. Staff doesn't feel this is eligible since it is really an operational budget issue. We do have home dollars that we can look at adding additional home dollars to those specific homes that are built with homes. So, we're essentially adding more home dollars to fill the gap in their development budget. The gap would just be for one home. They identified 6 in their application. A couple of them were rehabs. The City of Joliet does intend to do the same. I did talk to my counter-part at the City of Joliet. There's one property in the city limits that currently is under construction and one in Will County. That is something that we would consider but not with the CARES Act funds.

City of Crest Hill is another request. The city opted to forgo collecting late utilities and is now seeking funds to recoup unpaid utilities and possibly to cover the cost of business licenses that they decided to forgo. With HUD requirements, our funds have to meet a benefit. We really don't have a way to document that. Essentially it's an operational budget issue. I did speak to Kris White at Will County Center for Community Concerns because they do offer utility assistance. This is something that maybe Crest Hill could direct their residents to some of our service providers and help them with utilities rather than asking for CARES funds for an operational deficit. We're not recommending that as a type of eligible fund.

Joliet Park District similar story. They applied for essentially a month's worth of staffing payroll which again would not be eligible with CDBG but it is something that we might be able to forward to the Will County CARES funds for consideration. I believe the Park District would be a governmental unit and from what I understand those funds might be able to assist that.

County Board Member Mike Fricilone said not with lost revenues, Martha.

Martha Sojka said ok, that's unfortunate. It's a \$600,000 request that I was stunned to see.

County Board Member Mike Fricilone said none of our money is going to be for lost revenues.

Vice Chair Denise Winfrey said that rule pretty much carries across the board.

Martha Sojka said ok, so we will not send that to you.

Rainbow Council Boy Scouts of America. I'm sure it's a great program. It's scout programming for the summer. They're not able to do their programming because of their inability to fundraise. They're asking for 2 month's worth of programming supplies.

Redeemed Connection Ministries. Their training program was maybe a job training program or vocational training program. Again I think with just our priorities being more towards housing,

food, and basic needs that this would not be a program that we would recommend funding at this time.

That my dear friend concludes the recommendations.

What I jotted down in terms of some changes, would be to increase Senior Services from \$75,000 to \$100,000. The other change request would be to make sure that Catholic Charities is covered for 37 units rather than what Staff calculated to be 21 units. The balance would go into Trinity rapid re-housing. That would mean 2 changes to what Staff recommends other than if anyone else has any comments or questions.

Kathy Pecora said Martha, weren't we taking those funds from former Community Development Block Grant funds used to address the increase for Senior Services? I don't remember where the source for the additional funding was coming from.

Martha Sojka said for Catholic Charities it would come out of the same pot of money. We're just going to shift it from one agency to another. So, it will come out of Trinity's budget. Trinity only asked for \$170 so it's not like it was really the overflow and trying to manage strategically where those dollars are going so that way we're addressing the emergency shelter needs within our 3 entities that are provided at hotels right now. The other entity, Trinity, that's been rocking it in terms of getting people rapidly re-housed, it gives us the opportunity to leverage the County dollars so that the balance will come out of Trinity's funds.

So, if there are no questions or no other requests, in terms of moving money around, I can move to new business and there's 2 motions, actually we'll do 3. They're not number, they're A, B, and C.

The first motion would be to approve the CARES Act projects and add projects to the resolution requesting a Substantial Amendment for Program Year 2019 Action Plan and the 2015-2019 Consolidated Plan which will be before the County Board on May 21, 2020, with the addition of the 2 changes that were identified today.

County Board Member Mike Fricilone made a motion. County Board Member Mark Ferry seconded the motion. Motion passed unanimously.

The next one is a motion to approve waiver to the local requirement that grants be reimbursed and permit advancement of funds if there is a demonstrated hardship. Traditionally, within our internal policies and procedures, when we do a grant agreement, it's always a reimbursement faced grant agreement. This means that the entity spends the money and they submit invoices and reimburse them. Given this environment, we understand that some of our entities might not have the money to float up front. We're asking for a waiver of the local requirement which would allow or permit the advancement of funds if there's a demonstrated hardship. That would mean that we would advance a month worth.

Vice Chair Denise Winfrey said direct pay.

Martha Sojka said right.

Roger Claar made a motion to approve. County Board Member Mark Ferry seconded the motion. Motion passed unanimously.

The third motion would be to re-allocate CDBG dollars to Senior Services. I didn't identify the other entity because it was just the overage of \$23,000 to cover the overage of what Staff recommendation is compared to what's available for Competitive Application.

County Board Member Mike Fricilone made a motion to approve. Roger Claar seconded the motion. Motion passed unanimously.

Martha Sojka said oh my goodness, we did it. That is amazing, I can't even tell you how amazing that is to be able to get these funds out to the community as quickly as we did and with as much thought as we've put into everything. I thank you for your time and understanding and patience in the process. It's been nothing short of crazy around here. I appreciate everybody for taking the time today, it's quite a commitment on your end as well.

Just to talk about announcements quickly. Our next step would be a public meeting on June 2nd. It's our second Advisory Board meeting. It's just a regular meeting that we're going to do the program selections for Program Year 2020. It will be a lighter meeting. There might be some administrative things that we might put on the list too. Essentially it will be the project selection for Program Year 2020. Those will go before the County Board in July.

Kathy Pecora asked do we need a motion to approve all the staffing requests for the use of the CARES funds?

Vice Chair Denise Winfrey said let's just do it for safety's sake.

Roger Claar made a motion. County Board Member Mike Fricilone seconded the motion. Motion passed unanimously.

Martha Sojka said the meeting will be at the same time, 1-3. I think that is it.

Vice Chair Denise Winfrey asked Martha, do you need anything else today?

Martha Sojka said a drink of water.

Vice Chair Denise Winfrey said thank you all for staying with us today, we appreciate that. We've done the best we can with the money we have available at this point.

Motion to adjourn was made at 4:02pm by County Board Member Mike Fricilone. Motion was seconded by Jim Holland. Motion passed unanimously.

Fund Source	Applicant	Total Budget	Amount Requested	Project Name	Project Summary
CDBG-PS	Catholic Charities	\$133,814	\$50,000	Homeless Prevention and Emergency Services Outreach Program	This program will provide basic needs support such as food, clothing, transportation, etc. To ensure housing stability, the program will also assist clients with rent, mortgage, and utility arrearages, as well as security deposits. Clients may also receive referrals to other needed community resources.
CDBG	WCCCC	\$120,000	\$15,000	Tenant-Based Rental Assistance Program Delivery Cost	This is for program delivery cost for the TBRA program including indirect cost.
CDBG-HS	WCCCC	\$945,417	\$131,622	Homeless Services	This program provides housing focused case management to people experiencing homelessness. Coordination with the Continuum of Care and collaborative on the consolidated application. Administration of the Coc Homless Management Information System (HMIS) and improving quality of data.
CDBG-Admin	WCCCC		\$16,000	HMIS Match	Match funds for the HUD Coc HMIS grant
CDBG	Senior Services of Will County	\$441,006	\$167,501	Safe at Home Program	Owner occupied rehabilitation and maintenance on low-income senior citizen owned and occupied homes. Need is determined on level of severity of repair needed and the possible threat to the health and safety of the senior.
CDBG	Village of Bolingbrook		\$35,000	Safe at Home Program	Owner occupied rehabilitation and maintenance on low-income senior citizen owned and occupied homes. Need is determined on level of severity of repair needed and the possible threat to the health and safety of the senior.
CDBG-PS	CASA	\$76,130	\$76,130	Advocate Supervisors (full and part-time)	Advocates for abused and neglected children going through the court system. Stay-at-home orders have caused an increase in cases.
CDBG-PS	CSC	\$182,810	\$50,000	Housing Counselor and In-take Specialist	Housing counseling to prevent foreclosures and pre-purchasing counseling.
CDBG-PS	Holsten	\$149,434	\$64,500	Staff costs and operating costs	HEAL Program - medical screening and nutrition resources to LMI individuals.
CDBG	Homer Township	\$920,344	\$920,344	144th Place Sewer Main replacement	Replacement of 2,800 ' of 8" clay lined sanitary main along 144th Place and replace it with 10" PVC along the same slope. Will include installation of 10 manholes, all connections to existing system, valves, excavation, removal, fill, traffic control, restoration, engineering and site supervision
		\$2,968,955	\$1,526,097		

Fund Source	Applicant	Total Budget	Amount Requested	Project Name	Project Summary
HOME	WCCCC	\$120,000	\$105,000	Tenant-Based Rental Assistance Program	This program is low intensity housing intervention to help families experiencing homelessness or at risk of homelessness to rapidly regain housing and transition from housing crisis to self-sufficiency
HOME	Habitat	\$2,782,231	\$1,050,000	CHDO Habitat Elwood Duplexes Construction	This project proposes the use of CHDO HOME funds for new construction to provide GAP funding for (5) affordable duplex homes (10 units) in Elwood. The project offers low to moderate-income families in our community opportunities for homeownership.
HOME	Habitat	\$1,037,853	\$385,000	CHDO Habitat 4 single family New Construction	This project proposes the use of CHDO HOME funds for the new construction of (4) affordable single-family homes in Joliet. The project offers low to moderate-income families in our community opportunities for homeownership.
HOME	Habitat	\$257,169	\$80,000	Habitat- Hunter Rental Rehab Almost Home	This project proposes using HOME funds to provide GAP funding to rehabilitate (2) rental single-family units to be utilized by the "Almost Home Program" a transitional housing located at Hunter Ave., Joliet. The program helps families with affordable, stable housing while getting mortgage ready to purchase a Habitat Home.
HOME	Habitat	\$115,000	\$115,000	CHDO Habitat Capacity Building	This project is proposing the use of CHDO HOME funds to continue to support it's CHDO operations. To support current salaries of Director of Acquisitions, Sales and Closing and Construction Project Manager to an increased number of families served

Fund Source	Applicant	Total Budget	Amount Requested	Project Name	Project Summary
HOME	Cornerstone Services	\$131,000	\$131,000	CHDO Cornerstone Rehab North St	This project proposes the use of CHDO HOME funds to rehabilitate a group home serving 7 individuals with developmental disabilities located at North St., Manhattan. The rehab and repair to drainage, 4 bathrooms, fire suppression system, and additional work required by local code to meet current life and safety standards.
HOME	Cornerstone Services	\$66,000	\$66,000	CHDO Cornerstone Rehab Renwick	This project proposes the use of CHDO HOME funds to rehabilitate a group home serving 7 individuals with developmental disabilities located at Renwick, Plainfield. The rehab would include a new roof, replacement of fire alarm system, and additional work required by local code to meet current life and safety standards.
HOME	Stepping Stone	\$2,700,000	\$300,000	Stepping Stone New Construction Apartment Units	This project proposes the use of HOME funds for GAP funding in the new construction of (8) unit apartment building for a recovery home for women and their children located at Theodore and Plainfield Rd, Joliet. The (7) unit recovery home provides a safe, supportive drug and other alcohol-free living environments for mothers and 1 to 2 children. The house manager and assistant house manager will utilize the (1) unit to provide ongoing supervision and support.
		\$7,209,253	\$2,232,000		

Fund Source	Applicant	Total Budget	Amount Requested	Project Name	Project Summary
ESG	Catholic Charities	\$139,258	\$34,300	Daybreak Center Emergency Shelter	This program is to support the Emergency Shelter. The Daybreak Center provides emergency shelter, meals, case management and other supportive services to individuals and families who are experiencing homelessness while they work to reclaim housing, self-sufficiency and re-intergration into their communities.
ESG	WCCCC		\$111,694	Rapid Re-Housing	This program is a housing first, low intensity housing intervention to help families experiencing homelessness or at risk of homelessness to rapidly regain housing and transition from housing crisis to self-sufficiency.
			\$145,994		

PY2021 CDBG Staff Recommendations						
	CDBG	Applicant	Project	Amount Requested	Village of Bolingbrook	Will County
PY2021 Allocation	\$ 2,108,642.00				\$ 384,727.00	\$ 1,723,915.00
20% admin	\$ 421,728.40				\$ 76,945.40	\$ 344,783.00
	\$ 1,686,913.60					
PY2017-2019 Reallocation						\$ 276,281.95
		WC Set Aside	Fairmont water/sewer	\$ 600,000.00		\$ 600,000.00
		WC Set Aside	IEPA loan	\$ 115,000.00		\$ 115,000.00
		WC/BB Set Aside	Emergency Housing Assistance		\$ 2,000.00	\$ 7,661.95
		Consortium Set Aside	Housing Services (TBRA)			\$ 15,000.00
		Bolingbrook Set Aside	Infrastructure		\$ 234,781.60	
		BB Set Aside/WC Application	Senior Services Rehab & Repair	\$ 167,501.00	\$ 35,000.00	\$ 90,000.00
		Homer Twsp Lockport Heights	water and sewer imp	\$ 920,344.00		\$ 520,000.00
15% Public Service Cap	\$ 316,296.30				\$	316,296.30
		BB Set Aside/WC application	CSC housing counseling	\$ 50,000.00	\$ 36,000.00	\$ 14,000.00
		CASA	Court advocate	\$ 76,130.00		\$ 76,130.00
		Catholic Charities	Homeless prevention	\$ 50,000.00		\$ 50,000.00
		WC Center for Com Concerns	Homeless Services	\$ 131,622.00		\$ 131,622.00
		Holsten Human Capital	Heal Pantry	\$ 64,500.00		0.00
		Continuum of Care	HMIS Admin	16,000.00		
Balance					0.00	0.00

PY2021 HOME Consortium Staff Recommendations

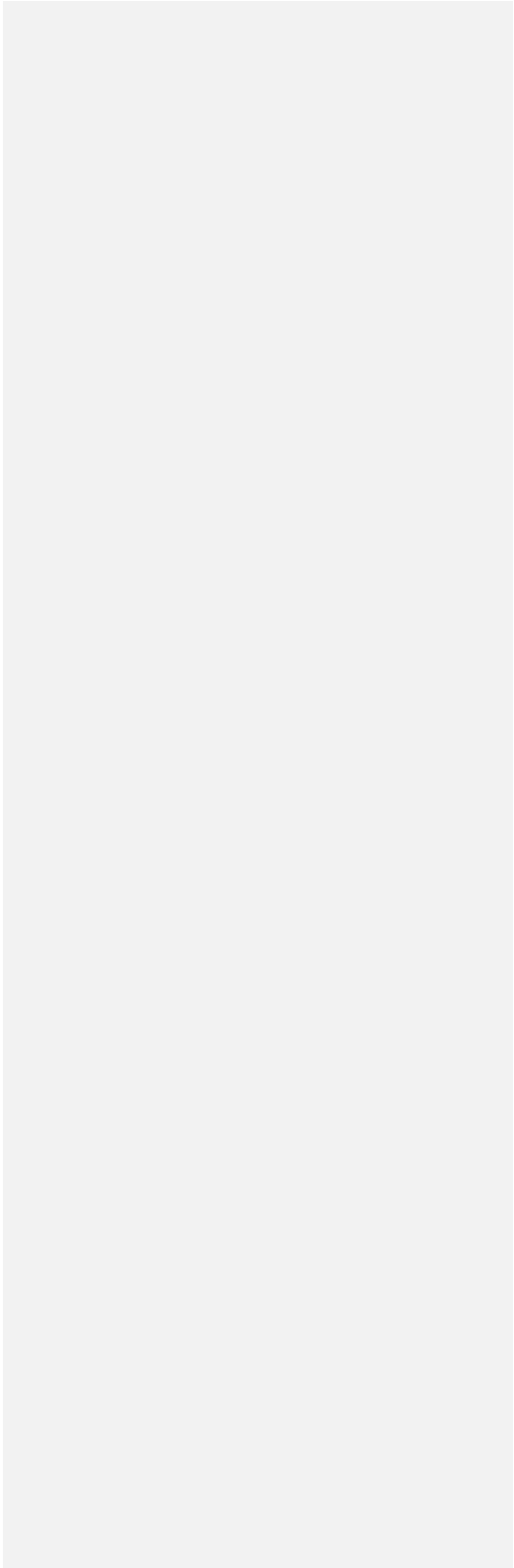
	HOME CONSORTIUM	Applicant	Project	Amount Requested	City of Joliet	Will County
PY2021 Allocation	\$ 1,264,010.00				\$ 442,403.50	\$ 663,605.25
<i>10% admin</i>	<i>\$ 158,001.25</i>					
<i>15% CHDO minimum</i>	<i>\$ 165,901.31</i>					
	\$ 1,106,008.75					
PY2017-2019 Reallocation					\$ 220,276.25	\$ 590,641.00
		Consortium Set Aside	Downpayment Assistance		\$ 212,179.75	\$ 225,000.00
		Cornerstone Services CHDO	Group Home Rehab Joliet	\$ 75,500.00	\$ 75,500.00	
		Cornerstone Services CHDO	Group Home Rehab Manhattan	\$ 131,000.00		\$ 131,000.00
		Cornerstone Services CHDO	Group Home Rehab Plainfield	\$ 66,000.00		\$ 66,000.00
		Habitat for Humanity CHDO	New Contruction Elwood	\$1,050,000.00		\$ 800,000.00
		Habitat for Humanity CHDO	New Contruction Joliet	\$ 385,000.00	0.00	
		Habitat for Humanity CHDO	Rehab - Joliet	\$ 80,000.00	0.00	
		Habitat for Humanity CHDO	CHDO Operating Expenses	\$ 100,000.00	\$ 100,000.00	
		Stepping Stones	8-unit Recovery Home	\$ 300,000.00	\$ 200,000.00	
		WC Center for Com Concerns	TBRA - CoC	\$ 105,000.00	\$ 75,000.00	\$ 32,246.25
Balance					0.00	0.00

PY2021 ESG Staff Recommendations				
	ESG	Applicant	Project	Amount Requested
PY2021 Allocation	\$ 145,937.00			
<i>Admin</i>	<i>\$ 3,648.43</i>			<i>\$ 142,288.58</i>
		Catholic Charities	ESG	\$ 34,300.00
		WC Center for Community Concerns	ESG	\$ 107,988.58
Balance				0.00

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ADVISORY BOARD CRITERIA AND BY-LAWS

DRAFT



CDBG/HOME ADVISORY BOARD
BY-LAWS

Adopted: July 15, 1993
Amended: Feb.18, 1999
Amended April 16, 2009
Amended April 18, 2013
Amended February 24, 2016
Amended April 4, 2019
Amended June , 2021

ARTICLE I-NAME & ORIGIN

The name of this organization shall be the Will County CDBG/HOME Advisory Board, and is the Advisory Board specified in: County Board Resolution 81-237 which set forth the agreement to participate in the Community Development Block Grant and Home programs; County Board Resolution 82-52 which authorized said Advisory Board to establish the initial CDBG/HOME Policy Manual; County Board Resolution 82-77 which authorized the establishment of the CDBG/HOME Program budget in accordance with the funding recommendations for PY 82 from the Advisory Board;

ARTICLE II-PURPOSE

The purpose of the Advisory Board shall be to act in accordance with HUD Regulations at 24 CFR Part 570.501 to: establish, review, amend and recommend to the County Board for final approval, all Will County CDBG and HOME Program policies; to establish, review, amend and recommend to the County Board for final approval all locally generated program manuals; to act on requests for waiver of local policies; to act in an advisory role in the establishment of fair housing and equal opportunity priorities, responsibilities and policies pursuant to the Fair Housing Act of 1968, as amended; the Illinois Human Rights Act; Title VI of the Civil Rights Act; Executive Order 12898; Executive Order 13166; and the County's obligation as a recipient of Federal and State grant funds, to affirmatively further goals and promoting fair housing and equal opportunity; and to accept and review applications for funding assistance for the CDBG and HOME programs from eligible applications and to forward such waiver of policy requests and funding recommendations to the Will County Executive Committee for action by the full County Board; and to conduct all Public Hearings relating to the CDBG and HOME Programs as required.

ARTICLE III-MEMBERSHIP

The Advisory Board, consisting of 15 members, comprised of:

- Four county representatives identified as County Executive; County Board Speaker; Majority Leader; Minority Leader;

Deleted: Each County Board District which contains eligible sub-recipients for Federal CDBG/Home Funding shall have representation on the Advisory Board in the form of either a ***District or a County Board Representative*** on the Advisory Board (i.e. District 1 through District 13) such membership occupied by the Chief Elected Official of either a municipality or township. There shall be a maximum of ***nine*** such ***District Representatives***; for purposes of matters dealing with the Will County Home Consortium, each member of the Consortium shall be represented on the Advisory Board by that member's Chief Elected Official. The County shall have ***four County Representatives*** on the Advisory Board with such membership being occupied by the ***County Executive; County Board Speaker; Majority Leader; Minority Leader***. In addition to the District, City of Joliet and County Representatives, the Advisory Board shall contain no more than ***two*** such representatives from not for profit agencies called the ***Community Agency Representatives***. The total membership of the Advisory Board therefore shall be a maximum of ***sixteen*** members.¶

Deleted: Each member who is unable to attend a meeting of the Advisory Board may authorize by proxy another member to act on his/her behalf, but no member shall hold more than one proxy at a meeting. Such authorization of proxy must be in writing and filed with the Secretary before the transaction of any business. The presence of a member at the meeting shall immediately revoke any proxy he or she may have given but shall not affect prior acts under that proxy.¶

- Two representatives from the Will County Home Consortium, those representatives being the Mayor of the City of Joliet and the Mayor of the Village of Bolingbrook or their designee;
- Two representatives from Will County not-for-profit agencies (“Community Agency Representatives”);
- Seven representatives who meet any of the following criteria:
 - o An elected member of a township board, city council, ward, or village board;
 - o A Will County community leader who resides in the county and/or directs a Will County social service agency;

All Advisory Board members shall file with the Secretary the appropriate Statement of Economic Interest and the Standard HUD Conflict of Interest Certification prior to participating in any business of the Advisory Board.

Deleted: Each District, City of Joliet, Community Agency and County Representative

ARTICLE IV-OPERATING CYCLE

The Operating Cycle of the Advisory Board shall run concurrent with the County Program Year under the CDBG and HOME Programs, October 1 through September 30 of each year.

ARTICLE V-TERMS OF MEMBERS

Each member of the Advisory Board whose membership on the Board is based on either their holding an elected office or being a designee for such an official shall hold membership for the current term of the elected office (i.e. County Board terms, Chief Elected Official terms, etc.). Community Agency Representatives and community leaders shall have two (2) year term, and shall hold office until their term expires and their successor is appointed and confirmed.

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Deleted: Membership shall run concurrently with the term of the elected office. Terms of the

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Deleted: run concurrent with their position and or employment with the agency.

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ARTICLE VI-OFFICERS and VOTING

The Officers of the Advisory Board shall be a Chairman, a Vice Chairman, and a Secretary. Each shall hold office for the term of their membership. The County Executive shall hold the position of Chairman of the Advisory Board. The Vice-chair and Secretary shall be selected by the members of the Advisory Board at the INSERT meeting and shall serve a one year term.

Deleted: ; Vice Chairman shall be the Speaker of the County Board; the Secretary shall be the Democratic Caucus Chair of the County Board.

Required Vote: Each Advisory Board member present at a meeting shall be entitled to one vote. Every action or decision done or made by a majority of the members present at a meeting duly held at which a quorum is present is the act of the Advisory Board. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of members, if any action taken is approved by at least a simple majority of the required quorum for such meeting.

All meetings of the Advisory Board shall be held in accordance with the provisions of the *Illinois Open Meetings Act* (5 ILCS 120/1 et seq.).

Deleted: A quorum of Advisory Board members must be physically present at the location of an Advisory Board meeting to conduct business. Other members of the Advisory Board, who are not physically present, may participate in the meeting by means of a video or audio conference so long as a quorum of the Advisory Board is physically present.

The Chair shall preside at all meetings and Public Hearings of the Advisory Board. The Vice-chair shall assume the duties of the Chair in the Chair's absence. In the event the Chair and Vice-chair of the Advisory Board should be unable for any reason to attend to the duties of their office, the Advisory Board may at any meeting appoint a Chair Protempore who shall attend to the duties of such officer on a temporary basis. The Secretary shall not be appointed Chair Protempore, but shall be responsible to record all actions in the minutes of the meetings. Staff of the Will County Community Development Division of the Land Use Department shall be responsible for keeping the minutes of the Advisory Board and the distribution of meeting minutes to the members.

Deleted: Officers shall have full voting privileges at all meetings of the Advisory Board. It shall be the duty of t

Deleted: The Secretary

ARTICLE VII-APPOINTMENTS AND VACANCIES

The County Executive, as Chair of the Advisory Board, shall be responsible for all appointments to the Advisory Board with the consent of the County Board. Any vacancy in the term of Advisory Board members shall be filled through appointment by the County Executive with consent of the County Board. Appointments shall be made so that membership conforms to Article III requirements.

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ARTICLE VIII-MEETINGS

The Advisory Board shall hold four regularly scheduled meetings each year, with the dates and times to be announced at least ten (10) days prior to meeting date. Special meetings may be called to transact Public Hearings or other special business. Members of the Advisory Board and the public shall have formal notice of all meetings at least ten (10) days prior to the meeting date.

The main business to be transacted during the four regularly scheduled meetings is as follows:

Deleted: Telephone polling of all Advisory Board members shall be conducted on those occasions where a recommendation is required but a formal meeting is not practical. ¶

February	Policy and Procedure Review Meeting;
May	Public Hearing & review of CDBG Applications;
June	Recommendation of CDBG and HOME program grant awards;
December	Public Hearing & review of Annual Performance Reports;

ARTICLE IX-QUORUM

A quorum of the Advisory Board shall be constituted by at least 6 members.

Deleted: from either District, County, or Community Members.

ARTICLE X-REPORTS

The Community Development Division of the Will County Land Use Department shall prepare and present annually a CDBG and HOME Program Status Report to the Advisory Board as part of the annual performance review. This Status Report shall summarize all transactions in grant projects for the program year. This report shall also be placed on file with the County Board

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after presentation to the Executive Committee.

Other major reports that are submitted to HUD, such as the Comprehensive Annual Performance and Evaluation Report (CAPER); the Annual Action Plan and the Five-year Consolidated Plan, shall also be presented to the Advisory Board and the County Board when submitted to HUD.

ARTICLE XI-AMENDMENTS TO BY-LAWS

The By-Laws of the Advisory Board may be amended by a majority vote of the County Board at a regular or special meeting.

ARTICLE XII-ADMINISTRATOR AND STAFF

The administrator and staff for the Advisory Board shall be the Will County Community Development Division of the Land Use Department.

ARTICLE XIII-PARLIAMENTARY AUTHORITY

Any procedures not governed by these By-Laws or by any Policy Manual shall be covered by Roberts' Rules of Order.

HOME Investment Partnerships Program
Consortium Agreement

THIS AGREEMENT, entered into effective as of the _____ day of _____, 2021, by and between the COUNTY OF WILL, a body politic and corporate of the State of Illinois (the "COUNTY"), the VILLAGE OF BOLINGBROOK, an Illinois municipal corporation, and the CITY OF JOLIET, an Illinois municipal corporation which are collectively known as "parties" and or " members."

WITNESSETH:

WHEREAS, the United States Congress has enacted the Cranston-Gonzalez National Affordable Housing Act ("the Act") providing federal financial assistance for the support of affordable housing as identified in Title II – Investment in Affordable Housing of HOME Investment Partnerships Act; and

WHEREAS, the COUNTY and the MEMBERS agree that it is desirable and in the interests of their citizens to secure approval from the federal government to be considered as a consortium under the federal HOME Program operated by the U.S. Department of Housing and Urban Development (HUD) as authorized under the Home Investment Partnership Act, Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, as amended; and

WHEREAS, units of local government have had conferred upon them the following powers by Article VII, Section 10(a) of the 1970 Constitution of the State of Illinois:

"Units of local government and school districts may contract or otherwise associate among themselves, with the State, with other states and their units of local government and school districts, and with the United States to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance. Units of local government and school districts may contract and otherwise associate with individuals, associations, and corporations in any manner not prohibited by law or by ordinance. Participating units of government may use their credit, revenues, and other resources to pay costs and to service debt related to intergovernmental activities;" and

WHEREAS, the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), enacted by the State of Illinois provides in part as follows:

"Section 3. Intergovernmental cooperation. Any power or powers, privileges, functions, or authority exercised or which may be exercised by a public agency of this State may be exercised, combined, transferred, and enjoyed jointly with any other public agency of this State and jointly with any public agency of any other state or of the United States to the extent that laws of

such other state or of the United States do not prohibit joint exercise or enjoyment and except where specifically and expressly prohibited by law.”

“Section 5. Intergovernmental contracts. Any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity or undertaking or to combine, transfer, or exercise any powers, functions, privileges, or authority which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be approved by the governing bodies of each party to the contract and except where specifically and expressly prohibited by law. Such contract shall set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting parties;” and

WHEREAS, the parties to this Agreement have had conferred upon them the exercise of powers authorized in Chapter 65 of the Illinois Compiled Statutes (known as the “Illinois Municipal Code”), and Chapter 55 of the Illinois Compiled Statutes (known as the “Illinois Counties Code”).

WHEREAS, HOME regulations specify the topics and content that Members must include in a consortium agreement that establishes a HOME Consortium, and the HOME regulations require that the HOME Consortium Members select one Member to act as Lead Entity for all Members in communications with HUD and as the HOME grant recipient on behalf of the Consortium; and

WHEREAS, The County of Will has offered to serve as the Lead Entity on behalf of the Members that enter into a consortium agreement for the purpose of implementing a regional HOME-funded program to enhance cooperation among local jurisdictions to increase the availability of resources available to local governments to address the housing-related problems of lower-income people.

NOW, THEREFORE, upon the consideration of the mutual promises contained herein and upon the further consideration of the recitals hereinabove set forth, it is hereby agreed between the COUNTY and each MEMBER hereto, as follows:

- A. That the recitals hereinabove set forth are incorporated herein by reference as if fully set forth herein.
- B. For the purpose of this Agreement, the terms defined in this section have the meanings given to them:
 - a. “Consolidated Plan” is a HUD required document that serves as a planning and budgeting document for the Consortium and as a HOME grant funding application. The Consortium developed a Consolidated Plan on August 15, 2020.

- b. "Consortium" means the Members and Lead Entity acting together pursuant to this agreement.
 - c. "HOME regulations" means the rules, regulations and guidelines promulgated pursuant to the National Affordable Housing Act (NAHA), including but not limited to 24 CFR Parts 91 and 92, as amended.
 - d. "Lead Entity" means Will County, designated by the Members as the unit of general local government to act in a representative capacity for all Members for the purpose of entering into a HOME grant agreement with HUD.
 - e. "Member" means any unit of general local government that is a signatory to this Agreement and therefore becomes a Member of the Consortium. Note: the proposed Members of the Consortium include: the City of Joliet, the Village of Bolingbrook, and the County of Will.
 - f. "Sub recipient" means a Member who carries out HOME-funded activities after entering into a separate written agreement with the Lead Entity.
 - g. "Pass-through Grant Funds" are HOME grant funds received by the Lead Entity under a HOME Grant Agreement with HUD and allocated to Members based on HUD allocations and the recommendation of the Will County CDBG/HOME Advisory Board and adopted in the Consolidated Plan and annual action plan.
- C. The purpose of this Agreement is to establish a HOME Consortium that will be eligible for HOME grant funds to increase the members' ability to assist in the provision of housing affordable for low-income residents.
 - D. That each MEMBER and the COUNTY hereby agree to cooperate, undertake, and/or assist in undertaking housing assistance activities in order to alleviate housing problems through the HOME Investment Partnerships Program (the "HOME Program") in cooperation with the Consortium.
 - E. That each MEMBER of the Consortium is required to execute a separate Sub recipient Agreement with the County as Lead Entity before HOME funds can be disbursed to the Consortium by HUD;
 - F. That the Sub recipient Agreement must incorporate the scope of activities and the related HOME regulations pertaining to those activities.
 - G. That the Sub recipient Agreement contain all the required elements and conditions specified in 24 CFR 92.504 (c)(2)
 - H. The Lead Entity is responsible for preparing and submitting the Consolidated Plan to HUD. The Members shall cooperate in the preparation of the

Consolidated Plan by providing input during the preparation of the Consolidated Plan and by assisting the Lead Entity in holding any required public meetings during the preparation of the Consolidated Plan and annual action plan.

- I. That each MEMBER hereby authorizes the COUNTY to act in a representative capacity as the Lead Entity for the members of the Consortium for purposes of the HOME Program and as further defined in the Federal Program Requirements for funding provided directly by HUD. The County, in its capacity as Lead Entity, is authorized to enter into an agreement with HUD. The Will County Executive, as chief elected official of the Lead Entity, acting on behalf of the Will County Consortium, is authorized to submit an application for funding under the federal HOME Program, consistent with the approved HOME program Consolidated Plan for each year. The County, as Lead Entity, is authorized to enter into agreements with other sub-recipients and non-profit organizations receiving funding under an approved HOME program Consolidated Plan.
- J. The Lead Entity will be entitled to receive up to ten percent (10%) of the HOME Consortium grant allocation, as well as up to ten percent (10%) of program income, for eligible planning and administrative costs.
- K. The annual allocation of HOME program funds will be based on the HUD allotment to each MEMBER.
- L. The Will County CDBG/HOME Advisory Board will recommend to the Will County Board the funding of the general activities and priorities to be undertaken by the Consortium with HOME grant funds based on recommendations prepared by each Member of the Consortium. Each Member may appoint a representative to serve on the Will County CDBG/HOME Advisory Board.
- M. The Consortium Members hereby authorize the Lead Entity to establish a local HOME Investment Trust Fund for receipt of HOME funds and repayments as required by 24 CFR Part 92.503.
- N. The Consortium Members shall cooperate in the implementation and monitoring of the HOME program. Each Member that receives pass-through HOME funds under terms to be specified in a HOME Sub recipient Agreement shall provide monitoring of their projects funded with HOME funds to insure compliance with applicable Home Regulations. The Lead Entity shall have the right and responsibility to monitor Consortium Members to assure compliance with all HOME requirements during both project implementation and any affordability period.
- O. Each Member that receives pass-through HOME funds under terms to be specified in the HOME Sub recipient Agreement shall assume full

responsibility for repayment of HOME funds for all expenditures made by their jurisdictions that are disallowed by HUD.

- P. That each MEMBER agrees that the COUNTY will assume overall responsibilities as the Lead Entity to ensure that the Consortium's HOME Program is carried out in compliance with the requirements of the HOME Program, including requirements concerning inclusion of proposed HOME Program activities in the Consortium's Consolidated Plan for Housing and Community Development in accordance with applicable HUD regulations in 24 CFR Parts 92 and 91 respectively, and the requirements of 24 CFR 92.350(a)(5). It is mutually understood, however, that the COUNTY is responsible for the implementation of the HOME Program and that each MEMBER remains fully responsible for implementation of any other funding from federal, state, or local programs which may be identified in the Consortium's or each MEMBER'S approved Consolidated Plan as it pertains to each MEMBER'S identified needs and priorities. Notwithstanding the foregoing, in no event may either MEMBER obstruct implementation of the Consortium's approved Consolidated Plan.
- Q. That each MEMBER agrees to evidence its consent to participate in the Consortium by providing the COUNTY with one (1) certified copy of a resolution from each governing body of each MEMBER that the Chief Elected Official of each MEMBER is authorized to sign this Consortium Agreement.
- R. That each signature of said Chief Elected Official will be affixed to this Agreement evidencing the willingness of each MEMBER to participate in the Consortium, and to cooperate in the implementation of the Will County Consortium for the HOME Program.
- S. That the COUNTY agrees to provide an unqualified opinion of its legal counsel acceptable to each MEMBER concluding that the terms and provisions of this Consortium Agreement are fully authorized under state and local law and that this Consortium Agreement provides full legal authority for the Consortium to undertake or assist in undertaking housing assistance activities for the HOME Program.
- T. That the program year start date for the Consortium shall begin on October 1st and end on September 30th, and all units of general local government that are members of the Consortium are on the same program year for the CDBG, HOME, and ESG programs.
- U. That each MEMBER and the COUNTY agree to affirmatively further fair housing.
- V. This Agreement shall remain in effect until the HOME Funds from Federal Fiscal Years 2022, 2023, and 2024, and HOME Funds from each successive qualification period for which the Agreement is renewed are closed out

pursuant to 24 CFR 92.507. None of the signatories to this Agreement may withdraw from the Consortium during the period specified in this paragraph.

- W. This agreement shall automatically be renewed for the Consortium's participation in successive qualification periods of three federal fiscal years each.

No later than the date specified by HUD's consortia designation notice or HOME Consortia web page, the COUNTY shall notify each Member in writing of its right to decide not to participate in the Consortium for the next qualification period. The COUNTY shall send a copy of each notification to the HUD Field Office.

If a Member decides not to participate in the Consortium for the next qualification period, the Member shall notify the COUNTY, and the COUNTY shall notify the HUD Field Office before the beginning of the new qualification period.

Before the beginning of each new qualification period, the COUNTY shall submit to the HUD Field Office a statement of whether or not any amendments have been made to this agreement, a copy of each amendment to this agreement, and, if the Consortium's membership has changed, the state certification required under 24 C.F.R. § 92.101(a)(2)(i).

The Consortium shall adopt any amendments to this agreement that are necessary to meet HUD requirements for consortium agreements in successive qualification periods.

The automatic renewal of the agreement will be void if the COUNTY fails to notify a Member or the HUD field office as required under this automatic renewal provision or the

COUNTY fails to submit a copy of each amendment to this agreement as required under this automatic renewal provision.

- X. That the parties hereto agree that, in the event that a qualifying MEMBER other than each of the above-named MEMBER decides to join the Consortium after October 1, 2021, said MEMBER shall (1) submit evidence that it qualifies as a unit of general local government for the purposes of the HOME Program, (2) provide written notice to the parties to this Agreement, and (3) agree to comply with all provisions of this Agreement applicable to Members; and in the event all of the parties hereto agree that an amendment to this Agreement should be made to add such additional MEMBER, an amendment to this Agreement may be made by the execution of a written amendment to this Agreement by Will County, the Village of Bolingbrook, the City of Joliet, and the MEMBER seeking to be included into this Consortium Agreement.
- Y. That the parties hereto agree that this Agreement, which may be executed in one or more counterparts, each of which shall, for all purposes, be deemed

an original and all of such counterparts, taken together, shall constitute one and the same Agreement.

- Z. Each Member agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or employees to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold harmless the other Members of the Consortium, from such liability. It is further provided that no liability shall attach to Will County as Lead Entity by reason of entering into this agreement except as expressly provided herein.
- AA. Invalidation of any one or more of the provisions of this Agreement shall in no way affect any of the other provisions thereof, which shall remain in full force and effect.

IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be executed, in counterpart, by their duly designated officials:

COUNTY OF WILL, a body politic in the State of Illinois

By: _____ Date: _____
Jennifer Bertino-Tarrant
Will County Executive

Attest: _____ Date: _____
Lauren Staley Ferry
Will County Clerk

VILLAGE OF BOLINGBROOK, a municipal corporation

By: _____ Date: _____
Mary Alexander-Basta, Mayor
Village of Bolingbrook

Attest: _____ Date: _____
Martha Barton, City Clerk
Village of Bolingbrook

CITY OF JOLIET, a municipal corporation

By: _____ Date: _____
Robert O'Dekirk, Mayor
City of Joliet

Attest: _____ Date: _____
Christa M. Desiderio, City Clerk
City of Joliet