

Will County CDBG/HOME Advisory Board
Meeting Date: Wednesday, February 23, 2022 at 9:00a.m.
Webex Virtual Meeting

AGENDA

Introduction

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 December 21, 2021 meeting
5. HOME ARP – Proposal for development of HOME ARP Allocation Plan Status

New Business

6. Bylaws – Vice Chair & Secretary selection
7. Policies and Procedures
 - A. Status
 - B. Reclaimed Property Program
8. Program Year 2022 cycle
9. Public Comments
10. Announcements
 - A. April is Fair Housing Month
 - B. Community Development Week is April 11 - 15, 2022
11. Motion to Adjourn

Will County Advisory Board Meeting

MINUTES

December 21, 2021---1:00pm

CALL MEETING TO ORDER

County Executive Bertino-Tarrant called the meeting to order at 1:00 PM.

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 (...Later present)

Board Member Mueller

Board Member Fricilone

Township Supervisor Dettbarn (... Later Present)

Township Supervisor Crowner (Chat messaged Present)

Mayor Dietz (... Later Present)

Mayor March

Executive Director White

Chief Executive Officer Simelton

Brooke Sims said, well that's 7 than for our total.

County Executive Bertino-Tarrant said, so that is a quorum?

Brooke Sims said, yes ma'am.

County Executive Bertino-Tarrant said, alright wonderful. So now I need a motion to approve the minutes from June 3, 2021.

Board Member Fricilone said, *inaudible* Fricilone.

County Executive Bertino-Tarrant said, motion by Fricilone. Can I get a second?

Executive Director White said, second from Kris White.

County Executive Bertino-Tarrant said, second Kris White. Any discussion?... All in favor, say I.

All Board Members said, I.

County Executive Bertino-Tarrant said, any opposed?...Alright the minutes are approved. Moving on to the Public Hearing. Public Hearing 2020 the CDBG/HOME/ESG Consolidated Annual Performance Evaluation Report. I need a motion to open the Public Hearing.

Mayor March said, *inaudible* March.

County Executive Bertino-Tarrant said, motion by March. Second?

Board Member Fricilone said, Fricilone.

County Executive Bertino-Tarrant said, Fricilone. Do we have to take a roll call on this? Martha, do you know?

Martha Sojka said, I don't know.

County Executive Bertino-Tarrant said, we'll take a roll call to go to Public Hearing. So just Brooke just the people who said they're present.

Brooke Sims said, County Executive Bertino-Tarrant?

County Executive Bertino-Tarrant said, yup.

Brooke Sims said, Board Member Mueller?

Board Member Mueller said, yes.

Brooke Sims said, Board Member Fricilone?

Board Member Fricilone said, yes.

Brooke Sims said, Township Supervisor Crouner?...I'll see if he goes in the chat. Mayor March?

Mayor March said, yes.

Brooke Sims said, Executive Director White?

Executive Director White said, yes.

Brooke Sims said, and Chief Executive Officer Simelton?

Chief Executive Officer Simelton said, yes.

County Executive Bertino-Tarrant said, and Supervisor Crouner did say yes.

Speaker Cowan said, this is Mimi Cowan, I'm here as well. (Speaker Cowan messaged me a yes as well)

Brooke Sims said, oh sorry Mimi.

County Executive Bertino-Tarrant said, so we are now in Public Hearing. Martha, is there any business here we need to talk about in Public Hearing? Or are you going to do the presentation, oh very good.

Martha Sojka said, yup. I'll do the presentation. And since we have some new members at this meeting, I just want to give an over view about how our HUD programs work. We operate at a 5 year strategic plan. It's called the Consolidated Plan. We're in our first, well this reporting document is reporting on the first year of the Consolidated Plan. Which is Program Year 2020. Our Program Year dates are from October 1, 2020 to September 30, 2021. Our Consolidated Annual Performance Evaluation Report we call CAPER. That's what this meeting is about, with the document that was included in your agenda packet. And even though it is a report that reports on Program Year 2020 activities, it does also include prior year activities if they were active during the Program Year or if they closed during the Program Year. I just wanted to highlight that it won't just be the activities that were funded that year.

In terms of those that are considered prior activities that were Prior Year Funds. This CAPER report includes 23 activities funded with prior year funds. 19 were completed during the program year. 2 are open and are still currently underway that's our Senior Services owner occupied rehab program and our tenant based rental assistance program with the State's Attorney's Office. 1 program, the owner occupied rehab program that was with Community Service Council was cancelled and will be reprogrammed.

For Program Year 2020 Funds, we had 15 activities that were approved for CDBG funding. 12 of those activities have been set up, and 2 of which have been completed, that's Homer Township and our Fairmont Water and Sewer. Those are both multi-year projects, so it's very easy to just get those up and running as soon as there's funding available. And then 10 are currently underway. 1 was cancelled, that was Hands of Hope request for acquisition dollars. And then 2 have yet to be programmed, and that's Village of Bolingbrook infrastructure. They usually compile one or two years' worth of funding and then do a project. So their working on identifying which project they'll use those dollars for. And the Fairmont Drainage project, we have a conceptual plan for Fairmont drainage, which is South of Oak. The first phase of that multi-phase project, has all of the engineering done and ready for agreement signatures. So that is at the Township's office, waiting for signature. The future for the rest of those potential

projects have yet to be determined, cause the rest of the projects require storm water detention. In order for the project to work and we have not identified a partner yet that would acquire lots for the purpose of storm water drainage. So it's a multi-year project, but future phases might not go through. This particular one which has the engineering done does not include any storm water drainage facility. So we are almost ready to get that one started as soon as we get signatures back from the Township. From HOME funding, we have 7 activities that were approved in Program Year 2020. 4 have been programmed and are underway. And 3 are remaining, that's Tenant Based Rental Assistance Program. We're working on a program designed for that. We had funds set aside for new construction, those are also...we got a partner identified for those. And then Stepping Stones, that one if you remember was funded multiple years. They still have a gap in funding for that project, they did make the request to Congressman Foster, to cover that gap, so we have not moved forward on solidifying this project cause HOME dollars are last dollars in or their gap financing, so they need to make sure they got their other sources of funding committed before we can get into an agreement for our HOME funds. So all of...those 3 projects are still considered viable projects and we're working on the program design and underwriting for those.

If you looked at the CAPER report a lot of numbers and data, not the easiest read, we did try to make it a little bit more digestible by creating a summery document, using the data in the system that we report to on HUD. We have 3 objectives through HUD that we meet in our Consolidated Plan. The first objective is, to provide decent affordable housing. There are a number of different activities that fall under that objective. The second is, create suitable living environments. Another category that includes multiple types of projects. Everything from infrastructure to public service. Expand economic opportunities that is one of the goals that are identified in the Consolidated Plan. We haven't had any...the applications for economic development specifically but we do have a community school and garden program funded through a different division within Land Use. That does have economic development impacts, we have reported those impacts on this summary document. It's the garden program, so we'll talk about that a little bit more. We did add a fourth objective, the department, or HUD, did provide CARES dollars that came through our division so the fourth objective was to prevent, prepare, and respond to COVID-19. So those dollars will be reported in a different format, once we get guidance from HUD on how they want that reporting done. But we did take a snap shot of what has been accomplished with the grants that are currently out. So for affordable housing 22 senior...within the program year. 22 senior households assisted with housing rehab. 4 group homes were rehabilitated with Cornerstone. 43 homes were made affordable through various programs, including down payment assistance, tenant based rental assistance, and new construction with Habitat. 235 households provided housing counseling for new purchase and for foreclosure reasons. Under the create suitable living environments, 1.7 million went towards addressing 38 neglected properties, whether that was demolition or maintenance of abandoned lots. 990 households that were served through 4 different water and sewer infrastructure projects. 790 homeless assisted through various

homeless prevention programs. And 149 children assisted in the justice system through Court advocate programs. With the economic development objective, 29 gardens currently provide...the program provided supplies for 29 gardens. 14 gardens provided fresh foods to local food pantries. 2 gardens were created within the program year or 2 new gardens were created and expanded. And then 215,000 lbs. of fresh food has been harvested through that program. With the CARES dollars, those activities that are currently under contract. 1,110 homeless provided emergency shelter, and that was through the use of local hotels, when COVID shelter in place orders were in place or when they had COVID positive individuals that couldn't be sheltered in a congregate setting. Those dollars were really critical in the community. 54 homeless received medical care. 1,209 seniors received well-being services with the program Senior Services. 254,356 residents received food assistance through our network of pantries. 612 residents received housing assistance. And then 858 received health screenings.

I know a lot of numbers were thrown at you, I wanted to just visual show you some of the impact in those 4 different objective areas. So when we looked at closing out our last Consolidated Plan and we mapped out all of the Senior Services rehab...or what that program has been able to accomplish. That is what's shown on the left here, is just the geographical distribution of elderly households that were able to age in place or remain in place because of rehab dollars that went to assist their home needs. And then on the right we've got a 25 unit permanent supportive housing development that was completed in December of last year. It's in New Lenox just South of Route 30...if you're familiar with that area, where Wal-Mart is and that shopping district. It's a much needed resource in the community, New Lenox doesn't have a lot of rental housing and they acknowledge that from the beginning. And this development serves disabled residents under 30% AMI. So very low income, but it's close to shopping so it's able to be walkable. It did receive the national green building standard for bronze level certification in the development. There are 25 units, 22 one bedroom and 3 three bedroom units. And it is completely occupied with a waiting list currently. So we know the need for this type of development is quite high. The total project cost was just over 8 million dollars. 3.2 million of that came from the National Housing Trust Fund. And we provided \$200,000 of HOME dollars into this project. We also had section 8.11 project into assistance for 6 units. This is one of those developments that was done on an in-fill lot, it was an under-utilized lot. And New Lenox didn't have the greatest access, but with the partnership of the owner, the village, and Trinity Services, which sponsored the development we were able to make it happen. I think I saw a comment in the chat box about "what do the blue dots mean?" Those are all the senior homes that were helped. So they were mapped within the proximity of the address. So that shows all of the seniors that were assisted through the owner-occupied rehab program through Senior Services. Bolingbrook does also have an allocation of CDBG and they opted to participate in that program. So their dollars are identified in purple. So the homes in Bolingbrook...we account for them separately just because it's Bolingbrook's dollars. That way the entirety of Will County could be served, because City of Joliet also participates in that and funds that program.

Under the create suitable living environments, again just geographical distribution of where infrastructure projects have been funded in the last couple of years. Bolingbrook, Plainfield Township, Rockdale, Wilmington (most recently), University Park, New Lenox, Ridgewood (or unincorporated Ridgewood), Homer Township, Lockport Township to name a few. And then under create suitable living environments we also fund public service from under that objective so one of the programs is with CASA is the Court Appointed Special Advocates. The program provides dollars to train people that are court advocates for children that are in the juvenile justice system. Going through traumatic experiences and helps them get through that process. And that's just an example of those types of projects under that objective.

And then under the expand economic opportunities, the distribution of community and school gardens and then the list of pantries...or the list of gardens that supply food pantries. So that those areas have access to fresh food and healthy food. It's under the working with partners to put the map collaborative, trying to reduce health disparities and identify areas that have a lack of access to food. A lot of our work is done with the national Hook-Up of Black Woman, it is in Preston Heights and we do have a community plan for that area. So we do direct a lot of our resources to making improvements in that area because it aligns with the community plan.

And then lastly with the CARES dollars that came through our division. There's a number of projects that were critical to kind of filling the needs and the gaps due to COVID. But I highlight one of them and it's our project with Will Grundy Medical Clinic. Serving the homeless during this time was probably the most difficult to do. Our shelters were closed for portion of the time during COVID. They also had to reduce their capacity so that they can maintain the distancing requirements and that has resulted in a permeant loss in the community. Daybreak Shelter specifically had space for housing 120 at its maximum and is now down to 60. To be able to provide shelter for the homeless or any type of services in this environment is really difficult. This program aims to connect housing with health care, specifically for the homeless. So the numbers served through this program is 54. 26 are actively participating in the program. The percent that are active that have a medical care plan is 86%. The percent that are active with a medical home is 92%. And medical appointment show rate is 91%. You look at those percentages and think about someone that's homeless and their ability to get to medical appointments much less any kind of access to services. It's really difficult so to have a 91% success rate for getting someone to a medical appointment after its scheduled is great to see. And the thought process there is if you can help someone manage their medical needs or their medical issues they would be more successful when they are housed or they would be able to be more stable house. So currently we are utilizing hotel shelter for this clients and then connecting them to other resources in the community to get regular permanent support or permanent housing in either rental market or elsewhere. But this is a program that is funded through CARES dollars and CARES dollars are not permanent dollars so we are actively looking for ways to continue this program and find a more sustainable option. And one of the pieces there, Will Grundy Medical did indicate that each clinic visit saves a minimum of \$1,200 in

uncompensated ER care. So a lot of homeless if they don't have a doctor and can't get to an appointment, if they need medical care their first place to go is emergency care. And that is really expensive, so this off-sets some of that. So that is just a summary of, kind of highlights different types of projects that fall under those various objectives.

And we looked at the data to see, just to check in on what the demographics or the racial and ethnic composition of families assisted through the various different funding sources. I don't know if it's visible but the light blue is White, the orange is Black or African American, the grey is Asian, yellow is American Indian or American Native, the darker blue is Native Hawaiian or Other Pacific Islander, and the green is other or Multi-race. That's just the distribution among the 3 different funds of dollars. So at that point...

Rebecca DeGroate said, sorry to interrupt I do believe you have a hand raised.

Martha Sojka said, okay I don't see that, so just tell me who that is for.

Rebecca DeGroate said, I believe it's umm Mr. Nick Palmer.

Martha Sojka said, Nick, you have a question?

Nick Palmer said, sorry I must have hit the hand, I didn't mean to.

Martha Sojka said, it's okay. That is the end of the overview of what's in the CAPER. We tried to make it a little more digestible than what the document to HUD that has a specific format that goes through an online system. So if there are any questions about what we are presenting, we can take that now. And then the document is available on our website, it's available for public comment until early next week and then it will be submitted to HUD for December 30th deadline. Any questions or comments?

County Executive Bertino-Tarrant said, there's a couple of hands there. I don't know if Nick is still up, but Nick...We'll start with Meta, Meta you have a question?

Board Member Mueller said, no mine was stuck up and I couldn't figure out how to turn it off. But I think I figured it out.

County Executive Bertino-Tarrant said, I think were panelist, I think that's why were a little different this time than our normal function here that were used to. Okay I don't see any questions. Can I get a motion to close public hearing?

Board Member Mueller said, *inaudible* Mueller.

County Executive Bertino-Tarrant said, I got a motion by Mueller. Is there a second?

Township Supervisor Dettbarn said, second.

County Executive Bertino-Tarrant said, who said that, do you know who that is? Donna?

Township Supervisor Dettbarn said, Donna Dettbarn second.

County Executive Bertino-Tarrant said, alright Brooke you need to call roll again please.

Brooke Sims said, sure thing.

County Executive Bertino-Tarrant said, and you may have to ask again at the end if there are additional people. Because we see Ms. Dettbarn is in here as well.

Brooke Sims said, okay, alright. County Executive Bertino-Tarrant?

County Executive Bertino-Tarrant said, yup.

Brooke Sims said, Speaker Cowan?

Speaker Cowan said, yes.

Brooke Sims said, Board Member Mueller?

Board Member Mueller said, yes.

Brooke Sims said, Board Member Fricilone?

Board Member Fricilone said, yes.

Brooke Sims said, Township Supervisor Crowner?

Township Supervisor Crowner said, yes.

Brooke Sims said, Township Supervisor Dettbarn?

Township Supervisor Dettbarn said, yes.

Brooke Sims said, Mayor March?

Mayor March said, yes.

Brooke Sims said, Executive Director White?

Executive Director White said, yes.

Brooke Sims said, Chief Executive Officer Simelton?

Chief Executive Officer Simelton said, yes.

Brooke Sims said, okay those were the only new ones I saw in there.

County Executive Bertino-Tarrant said, alright we are now out of public hearing. Martha, I will turn it back to you for the HOME ARP.

Martha Sojka said, thank-you Executive. So for this item it was just a matter of letting the Advisory Board know what we're proposing in terms of dollars that we'll be receiving through ARP that comes through HOME. Or HOME dollars. So their dollars that are tied to our HOME program are also tied to ARP. The dollar amount is just over 4.5 million. We do have access to 5% of those dollars for administration cost. Because we do have to develop, what HUD is calling an allocation plan. Which includes doing consultation, doing gaps and needs assessment for housing, the public participation process to describe how the Consortium intends to distribute HOME dollars. So we just wanted to

touch briefly on how those HOME dollars can be spent on and then what we're thinking in terms of the process.

So the HOME regulations for this pot of money specifies what qualifying populations include. (1) Those dollars are very specific to addressing homelessness or at risk homeless. And they're tied to specific definitions. McKinney-Vento. (2) At risk of homelessness is also McKinney-Vento. (3) Fleeing, or attempting to flee domestic violence. (4) Part of other populations where providing supportive services or assistance to prevent a family's homelessness or would serve those with the greatest risk of housing instability. (5) And then the last population is veterans or families that include a veteran family that also meet the criteria in 1-4 above. So those are who the HOME ARP dollars could be used to serve.

And then the eligible uses, there's 4 of them. For these HOME dollars they can be used for (1) Tenant Based Rental Assistance. (2) Development and support of affordable housing. (3) Provision of supportive services. (4) And then acquisition and development of non-congregate shelter units. So those are units that would be used for emergency shelter just not in a congregate setting so like a hotel setting. That's a common use I guess.

In terms of the process or the timeline, of what we're thinking. January through May we would be conducting the gaps analysis using data documents that we already have on hand whether that's our consolidated plan, HOME documents, anything we have on hand in term of documenting the needs and then what the continuum of care has in terms of data on homelessness. This will also be the period for consultations, there's a list of different agencies that HUD expects you to consult with, Housing Authority, Continuum of Care, or any housing providers. And then also the period where we will be drafting the draft plan. We're looking for opportunities to get public input, using meetings that are already set-up. So we got a couple we are working on but one that is scheduled is; listening sessions about housing needs in Will County, which is scheduled in February in partnership with the IL Housing Development Authority. They're doing listening sessions throughout the state, to get input on their statewide housing plan. So we're going to use that opportunity to listen, to invite residents too, and document what comes up in those meetings. And then put that into the draft plan. And then in May we we'll just use this document...I guess progress this document through our normal cycle of things. So we normally meet in May, so we'll present the draft allocation plan to the Advisory Board at that time. In June is when we make our recommendations to the County Board for the program year 2022. So we'll be making those recommendations at that meeting and also recommending the draft allocation plan at that time. June and July will be the public comment period for both of those documents. And then August with County Board approval. September would be submittal to HUD. And then we would do a notice of funding availability in October. And just to highlight one thing we anticipate doing differently than our normal annual allocations is that we would leave this application cycle open or as a rolling application. Because the funds do not have to be spent until 2030. And we know that development...or the development of units is a

need in the community. We hear that from a lot of our partners we just don't have enough units. And if that is the case, and it does get identified in the allocation plan, development takes a lot of time. To get all of the pieces together takes a lot of time, whether it's the ownership of the land, finding the land, finding the willing municipalities, partners or what not. So an open application cycle will allow a developer or sponsor to apply for those dollars at any time of the year and we'll just present that. We'll get it prepared for the upcoming Advisory Board meeting and handle it that way. So any comments or thoughts on this proposal for how we developed our allocation plan for HOME-ARP dollars?

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

Martha Sojka said, okay you guys make it easy.

County Executive Bertino-Tarrant said, yeah.

Marth Sojka said, well that's all I had for today.

County Executive Bertino-Tarrant said, okay quickly I want to thank our Board Members here for joining us. This is important information and work that the County does. And Martha to your and to your team, thank-you. It's been an incredibly difficult couple of years and you have done a fabulous job. I always think that government, we do a really bad job at marking ourselves and sharing with people what we do. But when you look at those numbers that's pretty fascinating. You guys have worked diligently with the community too. Thank-you very much, before we go on to the announcements I just want to wish everyone a Merry Christmas. Anybody else have anything...I don't think there is anyone from the public on here so. Alright, your last announcement ma'am.

Martha Sojka said, yes so the CAPER is available up for public comment until early next week. So if anyone wants to share that with any of your clients, networks, constituents feel free to do so. And then our next meeting, according to our Bylaws, is our February meeting. We are working on updating our Policies & Procedures and I hope to have a draft for this meeting. It just didn't work out so we'll have a draft for what we're looking at in terms of our policies and procedures to present to you in February. We also have some new requirements from HUD regarding contracting. It's for specific populations called section 3. It's similar to MBEWBE and that we have to actively solicit. But it's gender neutral and race neutral. It is more income based. So we are working on developing that section 3 plan and what our processes will be for meeting those requirements. So we hope to have something to share with you in February about that as well. And that is it, and thank-you as well and Merry Christmas to everyone.

County Executive Bertino-Tarrant said, thank-you. Brooke before we leave you want to make sure you add Mayor Dietz on to your minutes please.

Brooke Sims said, yes I will, thank-you.

County Executive Bertino-Tarrant said, okay so with that I need a motion to adjourn.

Board Member Fricilone said, motion Fricilone.

County Executive Bertino-Tarrant said, motion by Fricilone.

Speaker Cowan said, second Cowan.

County Executive Bertino-Tarrant said, second by Cowan. Thank-you everyone and have a great rest of your day.

6. Bylaws

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 December meeting and shall serve a one-year term.

7A. Policies and Procedures Progress

- Chapter 1 Grants Administration.** Includes an overview of our status, our CDBG joint agreement with the Village of Bolingbrook and our HOME Consortium with the City of Joliet. The chapter also outlines the role of the advisory board, various HUD required processes including the opt-in/opt-out process, HUD reporting, and general grant administration tasks.
- Chapter 2 Citizen Participation Plan.** Includes process for citizen engagement in the development of the 5-year Consolidated Plan, Action Plans, amendments and end of year reporting.
- Chapter 3 Cross Cutting Policies.** Includes policies and procedures related to federal regulations that cut across all funding streams including items such as financial management, environmental review, nondiscrimination and affirmative marketing, equal access in participation and employment, minority and women business outreach, section 3 outreach, displacement and relocation, conflict of interest, recordkeeping, lead based paint requirements, and labor requirements.
- Chapter 4 Funding Applications.** Includes information about general eligibility, selection process, ranking and scoring of applications and the applications that are made available annually to solicit projects that help meet the goals outlined in the Consolidated Plan.
- Chapter 5 Monitoring & Inspection.** Includes the procedures used to monitor subrecipients to ensure compliance with federal regulations and risk analysis.
- Chapter 6 Community Development Block Grant (CDBG).** Includes information about the CDBG program and its eligible uses. It also includes subchapters for construction management of infrastructure and public facilities projects, and manuals for programs such as the owner occupied rehab program and demolition.
- Chapter 7 Home Investment Partnership Program (HOME).** Includes information about the HOME program and its eligible uses. It also includes subchapters for property standards, construction management of housing development projects, CHDO certification, long term monitoring of housing portfolio that is in an affordability period. It also include manuals for programs such as the down payment assistance program and the tenant based rental assistance program.
- Chapter 8 Emergency Solutions Grant (ESG).** Includes information about the ESG program and its eligible uses which center on addressing homeless and at-risk homeless. It includes standards for street outreach, emergency shelter, homeless prevention and rapid re-housing. It also provides guidance on coordinated assessment, client prioritization and housing stabilization.
- Chapter 9 Internal Policies & Procedures.** Includes standards for grant administration and outlines grant management procedures to ensure a consistent level of service between program managers. Also include guidance on internal protocols and processes to ensure efficiency, compliant recordkeeping and good.

7B. Reclaimed Property Program

Neighborhood redevelopment and revitalization through community development

Purpose: Allow for redevelopment and revitalization through intentional community based partnerships and bring underutilized Trustee Surplus properties back on the tax role.

- **Who:** Land Use Department, Community Development Division
- **What:** Removal of Trustee's Surplus Property from the annual Surplus Property Auction for Community Development purposes. Community Development purposes include stormwater infrastructure/drainage, economic development, and community uses/benefit (housing, parks, gardens, open space...)
- **How:** The Trustee's Surplus Property List is made available to the public in the fall. Community Development will receive and share the Trustee list in July of every year to Certified Community Housing Development Organizations (CHDO), Community Based Development Organizations (CBDO) or Not for Profits. Interested parties would complete an application to the Community Development Division expressing interest and intent. Applicants would be responsible for all due diligence related to acquisition/development of the parcel and for payment of minimum bid price to cover the administrative costs. Approved parcels must be identified by August and will be removed from the Trustee's Surplus Property List. Upon receiving an executed development agreement, and sales contract will drafted and payment will be collected. Parcels will be deeded to the interested party with the development agreement indicating the intended use.
- **Where:** County-wide when activities are supported by Community Development and meet the goals identified in the HUD Consolidated Plan, Fairmont Neighborhood Plan, Sugar Run Creek Neighborhood Plan
- **When:** Annually

Eligibility: Property must go to Community Development, certified CHDO/CBDO, NFP or other government entity with land use restriction agreement/development agreement and must have a community benefit.

Housing: When vacant parcels will be used for housing development, the following will be required:

- County will provided a value of the foregone liens at deed transfer, which can be used to leverage state tax credits for housing development and Match for the HOME program
- The interested party will obtain an appraised value of the parcel, which can be used to leverage state tax credits for housing development and Match for the HOME program

8. Program Year 2022 Action Plan Cycle

Mid-March Notice of funding availability

Early April Application workshops

Mid-April Applications Due

- i. CDBG Public Services
- ii. CBDG Public Infrastructure
- iii. HOME Housing Development - Homebuyer
- iv. HOME Housing Development - Rental
- v. *CDBG Economic Development (new)*

May Advisory Board Meetings

Second week of May. Public meeting. Staff will summarize the applications and applicants will be invited to attend and be available for questions. Staff will also present the draft HOME ARP Allocation Plan for discussion.

Fourth week of May. Public hearing. Staff will share PY 2022 staff recommendations for consideration and recommendation to County Board

June-July 30 day public comment period of Action Plan and HOME ARP Plan

July 21 County Board approval of Action Plan and HOME ARP Plan

August Submittal to HUD

October Program Year starts