



CAPER
2018 Consolidated Annual Performance and Evaluation Report
FOR
COMMUNITY DEVELOPMENT BLOCK GRANT

SUBMITTED TO THE
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

PROGRAM YEAR 2018
(October 1, 2018 – September 30, 2019)

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PY2018 CAPER

Executive Summary

Introduction

The Community Development Block Grant (CDBG) is a federally funded program of the U.S. Department of Housing and Urban Development (HUD). Established in 1974, CDBG has been vital for helping local governments tackle the challenges facing their communities. As a CDBG entitlement community with a population of over 58,000, the City of Des Plaines receives an annual allocation of funding based on a federal grant funding formula. The City of Des Plaines Community and Economic Development Department administers and works closely with HUD to ensure efficient programming. Per the national objective, all program activities aim to benefit low-and moderate-income persons, prevent or eliminate blight, and/or meet an emergency need of the community.

There are three essential documents required by HUD from all recipients of the CDBG program: The Consolidated Plan, Annual Action Plan (Action Plan), and Consolidated Annual Performance and Evaluation Report (CAPER). The CDBG Consolidated Plan must be submitted every five (5) years and provides a snapshot of a community's current conditions and establishes long-term objectives, strategies, and goals to alleviate the issues identified. The Action Plan allows the community to make annual adjustments to meet both the goals benchmarked in the Consolidated Plan or handle newer issues that may occur. The CAPER provides the accomplishment figures compared to the goals referenced in the Consolidated and Action Plan. Both the Action Plan and its respective CAPER must be submitted annually.

The current Consolidated Plan includes the program years 2015 through 2019 (October 1, 2015, to September 30, 2019). To that end, the City of Des Plaines PY2018 CAPER reflects on the accomplishments of Year Four (October 1, 2018, to September 30, 2019) of the Consolidated Plan (PY2018 Action Plan).

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Des Plaines has made progress on its one-year Action Plan that is appropriate with the expected pace of the vision, goals, and objectives of the Strategic Plan in the five-year Consolidated Plan. High priority needs accomplished included affordable housing, homelessness prevention, other special housing/non-homeless needs, and public service needs. Public facilities and public infrastructure were identified as medium priority needs. In the third quarter of PY2014, there was a change of staff within the CED department, which resulted in the discovery of unspent funds from previous years. The new staff created a new five-year Consolidated Plan and planned to moderately increase spending of funds during the next five years to draw down the unspent funds. These plans included increasing funds for home rehabilitation programs, the Public Facility Program, and the Public Infrastructure Improvement Program. As a new introduction to the City's Consolidated Plan, backup projects were identified in many areas to ensure the ability to draw down sufficient funds on an annual basis. With the mentioned changes, staff successfully spent almost all accumulated unspent funds (an amount of over \$600,000) from previous years and have remaining balance of only \$269.25 for the PY2018.

That was a reason why the City did not use CDBG funds toward public infrastructure in low and moderate income areas for PY2018 and PY2019 as originally planned in the Consolidated Plan. Staff proposed a Substantial Amendment to the 2015-2019 Consolidated Plan, the PY2018 Annual Action Plan, to show the above changes.

Additionally, staff requested and received approval to remove the Public Participation Plan from the Appendix of the 2015-2019 Consolidated Plan and have it stand as a separate document titled, "Citizen Participation Plan", to simplify future revision adoption procedures. Furthermore, staff adopted comprehensive revisions and reorganized the current Public Participation Plan. All these changes were included in the Substantial Amendment to the 2015-2019 Consolidated Plan, the PY2018 Annual Action Plan, and the Citizen Participation Plan, which was adopted at City Council on October 21, 2019 with Resolution R-173-19.

No substantial amendment was necessary for the PY2019 Action Plan because no accumulated funds were budgeted for public infrastructure/public facility improvements.

Home Rehabilitation Programs: The City of Des Plaines focused the CDBG program towards providing decent housing by preserving the existing housing stock and improving the overall quality of the community's low-and moderate-income neighborhoods. To that end, the PY2015-19 Consolidated Plan allocated close to 35% of its annual CDBG budget to fund programs designed to address the affordable housing needs of low-and moderate-income residents. In PY2018 nine households were repaired with CDBG funds. A description of the housing programs are as follows:

- *The Home Repair Program (HRP)* had been the central activity of the City's CDBG Program. During the last few years, the Annual Action Plans increased the HRP allocation based on the trend of previous program years. This approach had initially shown success by creating the opportunity to serve low-and moderate-income areas (LMA) with specific home repair projects. However, later

obstacles resulted in some projects not being completed causing funds to accumulate from the previous years. In the last couple years, staff put additional effort to better promote the HRP program, which resulted in an increase in HRP applicants and a waiting list. Additionally, staff looked into ways to modify program requirements to ensure that it would be easier for households to comply and complete the projects in the program year. Aforementioned efforts resulted in the repair of seven households through HRP with CDBG funds for PY2018. Staff will continue allocating funds towards the HRP program.

- *The Minor Repair Program (MRP)* was introduced in PY2015 as a pilot program primarily targeting seniors in need of minor home repairs and the opportunity to live and age in the comfort of their own homes. Unfortunately, in PY2017 no households qualified for the program. To improve participation, in the PY2017 staff reduced the time that properties are liened. Instead of the placing a lien on a property for ten years, it has been reduced to three years. These changes resulted in qualifying and repairing only one households instead of the two planned for the PY2018. Staff will continue allocating funds towards the MRP program.
- *The Emergency Repair Program (ERP)* has proven to be effective in maintaining decent housing by assisting low-and moderate-income households during emergencies. Typical housing activities include temporary repairs to a leaking roof and plumbing/heating issues. Often, the maximum grant amount (\$2,500) was not enough, and staff increased funding starting with PY2017 to \$3,000. In PY2018, only one household needed help and was repaired through this program. Staff will continue allocating funds towards the ERP program and use it as needed.

Improve Public Facilities: The Des Plaines Strategic Plan identified the use of CDBG funds to improve park facilities in high density LMA residential neighborhoods: The Apache Park Neighborhood Project, completed in PY2015, received \$200,000. The Seminole Public Park Rehabilitation project was completed in PY2016 of \$102,149. Additionally, the Seminole Park Playground Improvement Project was completed in PY2017 in the amount of \$75,000.

The City was successful in spending down previously accumulated funds through PY2017 and did not allocate CDBG funds toward public facility in low-and moderate-income areas for PY2018 and PY2019 as originally planned in the Consolidated Plan. Staff proposed a substantial amendment to the 2015-19 Consolidated Plan and PY2018 Action Plan to reflect these changes.

Public Infrastructure Improvement Projects: These projects encompass a wide range of eligible activities that include infrastructure/facilities construction and rehabilitation to assist primarily residential LMA. In recent years, the City was able to improve the conditions of public sidewalks and alleys in low-and moderate-income areas in an efficient manner. In PY2017, four existing intersection sidewalks were improved to comply with ADA requirements at Scott Street and Nimitz Drive; Scott Street and Sunset Drive; Craig Drive and Pratt Avenue; and Plainfield Drive and Everett Avenue. Furthermore, new street lights were installed on existing light poles throughout the Apache Park Neighborhood. All subject projects were located in low-and moderate-income areas of the City.

As mentioned earlier, the City was successful in spending down these funds through PY2017. The City did not allocate CDBG funds toward public infrastructure in low and moderate income areas for PY2018 and PY2019 as originally planned in the Consolidated Plan. Staff proposed a substantial amendment to the 2015-19 Consolidated Plan and PY2018 Action Plan to show the above changes.

Public Service Programs: Four public service sub-recipient organizations received CDBG funding in PY2018. All CDBG projects/activities were completed by the end of PY2018. The City of Des Plaines collaborates with several public service not-for-profit agencies to assist the needs of the homeless, persons at-risk, and transitional housing persons, as well as leading them towards more permanent independent living solution.

The City coordinates with Northwest Compass and the Center of Concern to provide homelessness prevention (at-risk) services through the CDBG Counseling Housing and Homeless Prevention Program, respectively. Some of the services provided to low-and moderate-income residents include one-on-one counseling, advice for landlord-tenant mediation, fair housing information, employment, Medicare insurance, legal and financing counseling, emergency rent, mortgage aid, housing location assistance, and security deposit loans. In PY2018, these programs have assisted a combined 311 residents.

Des Plaines continues to support programs that provide transitional housing and counseling towards permanent and independent living. Both The Harbour Inc. and Women In Need Growing Stronger (WINGS) are nonprofit housing and social service agencies that provide emergency and transitional housing for runaway youth and abused women as limited clientele/presumed benefits. During occupancy, participants are presented with a wide range of counseling to improve their transition towards permanent housing. Aftercare and alternative agency resources are also provided. In PY2018, The Harbour Inc. and WINGS assisted ten and three persons respectively.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the Consolidated Plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Spent Source / Amount	Indicator	Unit of Measure	Strategic Plan			PY2018 Program Year		
					Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected - Program Year	Actual - Program Year	Percent Complete
Improve Public Facilities										
*Capital Improvements: Improve Public Facilities	Non-Housing Community Development	CDBG: see below	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Low Income Census Block Groups- Persons Assisted	6,263	*4,182 (0)	66.77%	0,000	0,000	0.00%

Improve Public Infrastructure										
*Capital Improvements: Improve Public Infrastructure	Non-Housing Community Development	CDBG: see below	Public Facilities or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Low Income Census Block Groups- Persons Assisted	20,000	*14,350 (0)	71.75%	*0.00	*0.00	0.00%
Make Housing Affordable, Accessible, and Sustainable										
*Capital Improvements: Preserve affordable, accessible, sustainable housing	Affordable Housing	CDBG: See below	Homeowner Housing Rehabilitated	Low Moderate Income Household Housing Unit (Home Rehabilitation Programs: PY2016)	25	*21 (9)	84%	7	9	128.57%
Services: Provide Financial Assistance for Public Programs and Services										
Provide Public Services	Limited Clientele Homeless and at Risk of Homeless	CDBG: See below	Public Service activities for Low/Moderate Income Housing Benefit	Persons Assisted (Center of Concern, Northwest Compass)	*1,446 (905)	*1272 (0)	87.97%	311	311	100.00%
Provide Public Services	Limited Clientele Presumed Benefits	CDBG: See below	Public Service activities other than Low/Moderate Income Housing Benefit	Persons Assisted (WINGS, The Harbour)	*90 (55)	*70 (13)	77.78%	20	13	65.00%
Planning and Administration: Conduct Planning and Administration Activities										
Planning and Administration: Conduct planning	Planning and Administration	CDBG: See below	Other	Other (Planning and Administration)	N/A	N/A	N/A	N/A	N/A	N/A

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

It is important to note the five year Consolidated Plan was being completed and all data entered by former staff. Due to aforementioned reasons, data (matrix codes and indicators) was not entered correctly in the Consolidated Plan as well as in the PY2015, 2016, PY2017 and PY2018 Action plans. For the previously mentioned reasons, data populated by IDIS for the PY2018 CAPER (in parentheses) in the above table was incorrect, and staff manually entered the corrected data (marked with "**").

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Prior program years, the City's use of CDBG funding distribution is generally broken down as follows: 35% home rehabilitation programs, 15% public services, 20% program administration activities. As mentioned earlier, the City was successful in spending down previously accumulated funds through PY2017 and this year did not allocate CDBG funds toward public facility in low-and moderate-income areas for PY2018 and PY2019 as originally planned in the Consolidated Plan. Staff proposed and adopted a substantial amendment to the 2015-19 Consolidated Plan and PY2018 Action Plan to reflect these changes.

In PY2018, the City received funding totaling \$300,348.00. In addition to that, there were left over funds from PY2017 in amount of \$269.25, leaving a total amount of \$300,617.25. This year the City's use of CDBG funding is as follows: 65% home rehabilitation programs, 15% public services, and 20% program administration activities. In an effort to draw down these funds, the City has conducted the following activities within the identified programs:

Preserve Affordable, Accessible, and Sustainable Housing These programs has been identified as a high priority need in the 2015-2019 Consolidated Plan. Nine owner-occupied homes were improved via the City's Home Repair Program, and two households were improved via the Minor Repair Program, utilizing PY2018 funds. The Emergency Home Repair Program is also included in this goal, but it is intended to be used only on an as-needed basis in the event of an individual emergency. There was only one household in need of the Emergency Home Repair Program during PY2018, and the remaining balance will be carried forward and used during PY2019.

During PY2015, staff dramatically increased public advertising and awareness of Home Rehabilitation Programs. As a result, Northwest Housing Partnership, as an administrator of these programs, had a long waitlist of qualified households for these programs in PY2018. Unfortunately, quite a few households were unable to complete the program for varying reasons. Staff is still researching existing processes and procedures to make sure it will be easier for households to comply and complete projects for the next program year. A total of \$175,768.25 was used for all three home rehabilitation programs. Due to the high interest in housing rehabilitation programs this year, staff is continuing to fund the Home Repair Program and Minor Repair Program with \$177,178 and \$21,275 respectively for PY2019. Staff will also continue to fund \$6,000 to the Emergency Repair Program which has been done in previous years.

Provide Public Services These programs are high priority needs but are limited to 15% of the total annual grant. All of the planned funds were expended to support organizations that provided counseling, supportive, and referral services; child and youth services; senior services that enabled them to "age in place"; special needs services; health care services; financial, career, and employment counseling services; interpretation services with multilingual staff; and housing-related services by addressing issues such as homelessness prevention, helping homelessness. A total amount of \$34,300 was spent in PY2018 on the mentioned public social services. Additionally, an amount of \$10,400 was awarded to social service agencies

that provide emergency and transitional housing for a runaway girls and abused women as limited clientele/ presumed benefits. Only amount \$6,353.56 instead of \$10,400 was used due to the WINGS not utilizing all dollars allocated amount for the program year.

Improve Public Facilities Although this program is typically of medium priority, the City of Des Plaines, completed a variety of activities as a part of the Public Facility Improvement Program as backup projects in previous program years. As mentioned earlier, the City was successful in spending down previously accumulated funds through PY2017 and did not use CDBG funds toward public facilities in low-and moderate-income areas for PY2018 and PY2019 as originally planned in the Consolidated Plan.

Improve Public Infrastructure In the past, the City of Des Plaines completed a variety of activities as a part of the Public Infrastructure Improvement Program as a backup project. Due to the fact that the City was successful in spending down previously accumulated funds through PY2017, did not use CDBG funds toward public facilities in low-and moderate-income areas for PY2018 and PY2019 as originally planned in the Consolidated Plan.

Conduct Planning and Administration Activities City staff regularly contacts sub-recipients, including activities such as agreement preparation and execution, quarterly reporting, reimbursement processing, monitoring, and on-site pre-construction meetings and post-construction administration. Additional activities include monthly lunch workshops, collaborating with other north suburban CDBG entitlement communities, and creating consistent monitoring and reporting activities, especially for sub-recipients that receive funding from multiple entitlement communities. In addition to payroll, staff allocated \$1,000 to pay for the professional fees for the development of the Assessment of the Fair Housing (AFH). This activity will stay open in IDIS until the AFH is completed in 2020 in order to pay out professional fees to the Enterprise Community Partners. Staff has already paid the first portion of the AFH professional services in amount of \$455.53. The amount of \$544.47 will be paid at later date in 2020 when FHA is completed.

Timeliness: PR-56

On August 2, 2019, the Chicago HUD Office conducted an annual timeliness test of Des Plaines' CDBG expenditures. It was determined that Des Plaines' timeliness ratio was 0.75, and Des Plaines was in compliance with the timeliness performance standard.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG
White	239
Black or African American	41
Asian	30
American Indian or American Native	2
Native Hawaiian or Other Pacific Islander	1
Total	313
Hispanic	68
Not Hispanic	245

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

Des Plaines is a racially and ethnically diverse community, as is reflected in the resident data above.

A total of 313 Des Plaines residents were served during PY2018, including the races in Table 2. In addition to the beneficiaries reported above, seven White (including two Hispanic) and one Asian household were assisted through the Home Repair & Minor Repair Programs, and one White household was assisted through our Emergency Repair Program.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG		\$300,617.25	\$275,946.33

Table 3 – Resources Made Available

Narrative

The City received an entitlement allocation of \$300,348, which is higher than the estimated yearly amount of \$270,000 in the Consolidated Plan. Utilizing planned backup projects, staff successfully spent all accumulated unspent funds from previous years and have a balance of only \$269.25 left to be programmed for PY2018. For PY2018, the available amount was \$300,617.25. The City will spend 92% of planned funds. Currently, IDIS PR-26 shows that total expenditures were \$190,372.72. Some of the home rehabilitation activities (IDIS # 804, 805, 807,808, 809, 811) are completed but are still open in the IDIS due to the fact that their vouchers (in total amount of \$85,573.61) will be approved at next City Council meeting in January 2020. Line 16, the “Unexpended Balance”, in IDIS PR-26 currently shows \$110,244.53. After approval of the aftermentioned vouchers (deduction of \$85,573.61), it will show \$24,670.92 funds left over for PY2019.

The amount expended during PY2018 for PY2018 (\$190,372.72) is currently shown on Line 15, “Total Expenditures”, of the PR-26, but after approval of the previously mentioned vouchers, it will show an amount of \$275,946.33.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Des Plaines City Wide (PY2018)	100%	100%	All CDBG projects

Table 4 – Identify the geographic distribution and location of investments

Narrative

100% of the CDBG funds were spent as a planned city-wide, through home rehabilitation projects, public social service programs, and planning.

Leveraging

Explain how federal funds leveraged additional resources (private, state, and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The public infrastructure improvement projects had cost shares sourced by the City's capital fund, and planning and administration staff had cost shares sourced by the City's general fund. The Seminole Park Playground Improvement shared the cost with the Des Plaines Park District. Also, the City's sub-recipients, including North West Housing Partnership, Northwest Compass Inc., WINGS, The Harbour, and the Center of Concern, used CDBG funds to leverage HUD, State, municipal and private resources to operate programs for incorporated City of Des Plaines residents. In terms of housing projects, some Home Rehabilitation Program participants are able to fully fund the balance of their rehabilitation project that exceeds their forgivable loan/grant amount. Public infrastructure and facility projects funded by CDBG are typically leveraged with separate public funding to complete larger projects. For instance, CDBG funds were used to help fill funding gaps in larger scale projects such as Apache Neighborhood Park Rehabilitation in PY2014 and PY2015; Seminole Park Renovation in PY2016 and Seminole Park Playground Improvement in PY2017-all done by the Des Plaines Park District. Two infrastructure projects/ADA Compliance Intersection Sidewalk Improvements and Apache Neighborhood Street Lighting were done as backup projects in PY2017 by the City's Public Works and Engineering Department.

Due to the fact that the City was successful in spending down previously accumulated funds through PY2017, it did not use CDBG funds toward public facilities in low-and moderate-income areas for PY2018.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5- Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	9	9
Number of households supported through Acquisition of Existing Units		0
Total	9	9

Table 6 - Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

During PY2018, nine non-homeless affordable housing units of nine projected for the PY2018 Action Plan, with a total of 15 occupants/residents, participated in the home rehabilitation programs and 25 units are projected for the five-year Consolidated Plan term. If this pace continues on an annual basis, the twenty five unit goal will be achieved. These programs are in demand; however, not everyone is eligible, as prospective recipients are turned away due to their household incomes exceeding income requirements. Unfortunately, not all the households from the waitlist went through

housing programs, and staff is continuously looking into ways to modify the program requirements to ensure that it will be easier for households to comply and complete projects. In that matter, in PY2017, staff already reduced the lien term requirement for the MRP from ten years to three years in order to increase participation.

As mentioned previously, six of the nine funded home rehabilitation activities are still open in the IDIS and it will be completed by the end of January 2020 when their vouchers are approved at City Council warrant register.

Staff will continue allocating funds towards housing rehabilitation programs.

Discuss how these outcomes will impact future annual action plans.

Modifications were made to the upcoming PY2019 Annual Action Plan to keep funds for the home rehabilitation programs in response to the increased demand for these programs, and also to diversify the type of programs which will be administered through sub-recipients.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	4 households (5 people)	0
Low-income	1 household (2 people)	0
Moderate-income	4 households (8 people)	0
Total	9 households (15 people)	0

Table 7 – Number of Persons Served

Narrative Information

The IDIS populated the number of households instead of the number of persons in the table above. Staff manually entered the actual number of people (marked in parentheses). A total of nine households received housing rehabilitation programs. A total of 15 people benefited from home rehabilitation programs.

The City does not directly receive HOME funds; thus, no data is provided.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Des Plaines primarily enlists social service agencies who have the expertise and capacity to tackle the difficult issue of homelessness. Specifically, Des Plaines works with The Harbour, an agency that provides services to homeless and at-risk of homelessness youth, Women in Need Growing Stronger (WINGS), who provides services to homeless and at-risk of homelessness victims of domestic violence, and Center of Concern, who provides services to the entire spectrum of homeless and at-risk of homeless citizens. The City of Des Plaines Department of Health and Human Services and Police Department will continue to reach out to homeless persons, refer them to the social service programs available to them via the City's CDBG sub-recipient, and relate their needs to the Des Plaines CDBG staff.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Des Plaines' Health and Human Services Department is able to assist individuals and families in need of transitional housing by providing referrals to and information about various agencies that serve and work with the homeless. These area agencies include Connections with the Homeless, Journey from PADS to Hope, Salvation Army, and Resurrection Hospital. The Health and Human Services Department also provides money for gas, food or transportation as it applies to the current situation. Des Plaines also has several free dinners available to any resident in need of food.

The City provides CDBG funding to WINGS, an organization that provides housing and services to women and children who are homeless or living with issues of domestic violence through Safe House Emergency Shelter (Domestic Violence) Program. Their primary goal is to provide safety, long-term stability, shelter, food, clothing, and other resources (i.e. case management, career development) to women and their children. The City also provides CDBG funding to the Harbour, an organization that provides safe and transitional housing for youth ages 12-21. The goal of the program is to provide comprehensive services to homeless youth in the form of short-term housing, transitional living, and supportive services. The staff works with the youths and their families to stabilize their circumstances and ensure that they receive the necessary assistance. Services are aimed at placement in a safe and stable living situation and eventually reuniting the participants with their family.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care, and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Supporting homeless persons and families' transition to stable, permanent housing and independent living:

1. Outreach, including internet based, to the already homeless. Provide appropriate outreach to strengthen the homeless person's ability to identify resources, plan strategically, manage relationships, and build bridges to care and affordable housing in the community. Provide a special focus on the most vulnerable which includes youth, persons with disabilities and age 50+ seniors.
2. Homeless Related Housing Counseling to the already homeless. Provide Housing Counseling that includes housing options clarification, linkage to housing and homeless assistance funds, and short term benefit counseling/financial planning. Provide special focus on preventing return to homelessness strategies.
3. Homeless Housing Case Management. Provide coordinated housing assessment and services to connect each, and sustain each individual and family with the best fit housing solution. Provide comprehensive assessment, goal setting, and linkage to care. Address vocational, mental health, addiction, benefits management, financial counseling, and linkage to health care services.
4. Rapid Re-housing. Expand Rapid Re-housing resources to respond to episodic homelessness.
5. Sustainably Housed Support. Create ongoing, including internet based, educational, and service supports for populations-especially youth, persons with disabilities, and age 50+seniors who struggle to function within the homeless services system of care. Provide special focus on preventing return to homelessness strategies.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Most homeless assistance in Des Plaines is preventive as opposed to direct services to someone without a residence; however, The Harbour helps homeless youth transition into permanent housing and independent living.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

According to a consultation with the Housing Authority of Cook County (HACC), there are no actions planned to occur during City of Des Plaines CDBG PY2018.

Public housing in the City is provided through the Henrich House, which is owned by the Housing Authority of Cook County. The building is located at the corner of Lee/Mannheim and Ashland Avenue and includes 128 units 375 square feet each (1 bedroom, 1 bath). There is residential parking for the residents with assigned parking stickers. A bus station (Pace Bus Rt. 220) is at the west side of the building. There is also a senior transportation program that stops right in front of the Henrich House and transports residents anywhere in Maine Township. Additionally, the downtown Des Plaines Metra station is three blocks south of the Henrich House. There is convenient shopping, health centers, hospitals, education and cultural institutions.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

According to consultation with the HACC, there are no actions planned to occur during Des Plaines CDBG PY2018.

Actions taken to assist troubled PHAs

The HACC is not designated as troubled.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

It has been a goal and recommendation in both the City of Des Plaines Comprehensive and Consolidated Plan to provide a variety of housing types to serve a wider range of residents and further fair housing choice. Staff believes this will be achieved as the community gradually redevelops with more diversified housing stock.

In January of 2011, the City of Des Plaines received \$90,300 in funding from the Model Communities Grant Program for a number of initiatives targeted at reducing obesity and improving overall health of Des Plaines residents. As part of the grant award, the City was able to work with the Active Transportation Alliance on a year-and-a-half long public planning process that culminated in the creation of a Complete Streets Policy, an Active Transportation Plan, and a city-wide School Travel Plan that will guide future development in the City. In addition, the grant funding allowed for the purchase of more than 100 bike racks for installation throughout the City.

The City will approach every transportation improvement and project phase as an opportunity to create safer and more accessible streets and corridors for users of all ages and abilities, with an emphasis on prioritizing the needs of pedestrians, bicyclists, and transit users.

The City will continue to support local organizations in their efforts to maintain or create affordable units for existing and future Des Plaines residents, including the conversion of units to eliminate barriers to ADA-accessibility.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City has distributed and will continue to fairly distribute CDBG funding to organizations who will attempt to address the obstacles in meeting the underserved needs of the community.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j) – (different heading in IDIS)

The City's Building Division has monitored and will continue to monitor lead levels in homes participating in the Home Rehabilitation Programs where paint disturbance will occur, or there are deteriorating paint conditions. Many homes accepted to the Home Repair and Minor Repair Program were screened for lead paint and provided with abatement information. Follow-up and clearance inspections were also performed following the rehabilitation of homes if lead paint stabilization was completed. Homes built on or after 1978 and/or housed exclusively for the elderly or people with disabilities were exempt from the lead safe housing rule requirements. For PY2018, seven households were notified of no lead based paint present

in their homes after testing, four were reported with no paint disturbed, and one household reported of lead paint removal being completed.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City has maintained and will continue to work toward maintaining or increasing, affordable housing, providing a stable base environment from which to work. Des Plaines has sought to reduce the number of poverty level families by funding programs and services targeted at the demographic groups most likely to be at risk. In general, poverty rates are disproportionately represented by single female head of households and minority female head of households. A large percentage of these households were very low income, 50% of median income.

In addition, the City's Economic Development Coordinator is making strides to grow the City's economy by working to redevelop vacant properties and commercial spaces and attracting new businesses to Des Plaines. Most, if not all, of the economic development activities, will be accomplished by utilizing tax increment finance (TIF), and the general funds, with no CDBG funding.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

City staff provided and will continue to provide technical assistance to sub-recipients throughout the program year, including on-site pre-construction meetings, quarterly reporting assistance, and on-site yearly monitoring visits.

Since the City's 2015 HUD monitoring visit, policies and procedures related to grant management have been monitored, updated as needed, and documented in the CDBG procedures folder. CDBG administration staff will continue to look for operational efficiencies and attend relevant training and conferences. In addition, Des Plaines has worked with CDBG staff from Arlington Heights, Mount Prospect, Palatine, Schaumburg, Skokie, and others as we look to establish consistent reporting and procedures. Such collaboration further enables organizations that serve two or more of our communities to efficiently run their programs that receive CDBG funding.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

In addition to the aforementioned technical assistance and monitoring activities, Community and Economic Development, Public Health, and Human Services staff members have collaborated and will continue to collaborate with each other and reach out to housing and social services agencies as needed. The public services sub recipients receive further monitoring when they are new to the program, have new staff, and/or possible discrepancies are found in their quarterly reporting.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City is committed to making Des Plaines a better place to live, work, and play for all residents, workers, and employers. The activities listed above will enhance this effort for low-and moderate-income residents, households, and neighborhoods, and the community and the region as a whole.

In August 1997, the City of Des Plaines completed the Analysis of Impediments to Fair Housing Choice (AIFH) study. However, staff has not been able to locate the original copy of the AIFH.

In 2015, the U.S. HUD adopted a new rule ("*AFH Rule*") requiring entitlements and public housing authorities (Entities") to produce an Assessment of Fair Housing ("*AFH*"), which analyzes the local fair housing landscape and sets fair housing priorities and goals. Under the AFH Rule, the next AFH must be submitted by 2020. HUD encourages local Entities to collaborate on a regional AFH to reduce the cost of producing the AFH and to analyze fair housing on a regional scale.

On November 5, 2018, the City adopted Resolution R-195 approving an Intergovernmental Agreement for the Development of the 2020-2025 Regional Assessment of Fair Housing. The City and 16 other Cook County Entities desire to collaborate on the submission of the AFH and designate the Cook County as the lead entity. The City signed an intergovernmental collaboration agreement with the County entities setting forth their respective obligations and commitments and acknowledging that Enterprise Community Partners will assist in the production of the AFH for the same.

The AFH is currently in production, and the Enterprise Community Partners are providing technical assistance to develop the AFH and overseeing the participation of other civic organizations. The official HUD deadline to complete the AFH is October 31, 2020. The performance period will span from November 2018 through March 2020.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with the requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

All sub-recipients are required to send quarterly reports which are reviewed every quarter by the City's CDBG Administrator except a home rehabilitation program subrecipient, which sends a monthly reports. The City's CDBG Administrator also monitors all sub-recipients on an annual basis. Also, public facilities and public infrastructure improvement projects involve pre-construction meetings, where CDBG-related administration and expectations are explained to the contractor and sub-recipient staff, payroll processing, etc. Finally, public services sub-recipients receive further monitoring when they are new to the program, have new staff, and/or possible discrepancies are found in their quarterly reporting.

Citizen Participation Plan 91.105(d); 91.115(d)

Citizen Participation Plan 91.105(d); 91.115(d) – *(different heading in IDIS)*

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports

The City of Des Plaines provides frequent workshops, publishes all required legal advertisements, and conducts at least two public hearings every year. This year we will have a three public hearings. One public hearing occurred on June 18, 2018, in order to adopt the PY2018 Annual Action Plan. A second public hearing occurred on October 7, 2019, during the Public Comment Period for the adoption of the Substantial Amendment to the 2015-2019 Consolidated Plan, the Program Year 2018 Annual Action Plan, and the Citizen Participation Plan. A third public hearing was held on December 16, 2019, after the end of the Public Comment Period for the PY2018 CAPER in order to adopt the report.

A legal notice requesting public input on this CAPER was published on November 13, 2019 in the *Journal and Topics* newspaper. The 15-day comment period began on November 28, 2019 and ended at the City Council meeting on December 16, 2019. The CAPER was published in draft form and made available to the public via the internet at <http://desplaines.org/cdbqplansreports> and in hard copy at the City Hall Community and Economic Development Department (hours: 8:30 a.m. to 5:00 p.m., Monday-Friday). Written feedback was requested via email, fax, or the United States Postal Service. There were no comments on this draft by the City or the public.

CR-45 - CDBG 91.520(c)

Specify the nature of and reasons for any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

To date, no changes have been made to the CDBG program objectives. If a need of low-and moderate-income residents arises during the five-year term of the Consolidated Plan and is not currently addressed in the existing goals and objectives, staff will work with the appropriate staff and organizations to formally consider an amendment to the Consolidated/Strategic Plan, and communicate that need with the City Council during the next program year public participation cycle. Amendments to the plan(s) will be made as appropriate. At this time, the only potential change envisioned is the number of persons, households, and/or housing units to be served may be amended if our projects are grossly over- or underestimated.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

N/A

IDIS Reports



PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	269.25
02 ENTITLEMENT GRANT	300,348.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	300,617.25

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	130,848.19
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	130,848.19
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	59,524.53
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	190,372.72
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	110,244.53

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	130,848.19
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	130,848.19
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	40,653.56
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	40,653.56
32 ENTITLEMENT GRANT	300,348.00
33 PRIOR YEAR PROGRAM INCOME	50.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	300,398.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	13.53%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	59,524.53
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	59,524.53
42 ENTITLEMENT GRANT	300,348.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	300,348.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.82%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	8	796	6225130	Center of Concern: Senior Housing and Supportive Services	05A	LMC	\$1,188.56
2018	8	796	6253520	Center of Concern: Senior Housing and Supportive Services	05A	LMC	\$2,939.11
2018	8	796	6285067	Center of Concern: Senior Housing and Supportive Services	05A	LMC	\$2,450.65
2018	8	796	6314180	Center of Concern: Senior Housing and Supportive Services	05A	LMC	\$4,121.68
					05A	Matrix Code	\$10,700.00
2018	6	794	6225483	WINGS: Safe House Emergency Shelter	05G	LMC	\$1,530.90
2018	6	794	6318410	WINGS: Safe House Emergency Shelter	05G	LMC	\$1,122.66
					05G	Matrix Code	\$2,653.56
2018	5	793	6225702	Northwest Compass Inc.: Housing Counseling Program	05J	LMC	\$4,060.35
2018	5	793	6254688	Northwest Compass Inc.: Housing Counseling Program	05J	LMC	\$3,664.82
2018	5	793	6285530	Northwest Compass Inc.: Housing Counseling Program	05J	LMC	\$3,848.79
2018	5	793	6314145	Northwest Compass Inc.: Housing Counseling Program	05J	LMC	\$3,326.04
2018	7	795	6225120	Center of Concern: Homeless Prevention, Housing Counseling, Resources and Home Sharing	05J	LMC	\$561.16
2018	7	795	6253578	Center of Concern: Homeless Prevention, Housing Counseling, Resources and Home Sharing	05J	LMC	\$2,122.58
2018	7	795	6285068	Center of Concern: Homeless Prevention, Housing Counseling, Resources and Home Sharing	05J	LMC	\$1,620.37
2018	7	795	6314170	Center of Concern: Homeless Prevention, Housing Counseling, Resources and Home Sharing	05J	LMC	\$4,395.89
					05J	Matrix Code	\$23,600.00
2018	9	797	6225017	The Harbour: Emergency and Transitional Housing for Homeless Youth Program	05N	LMC	\$925.00
2018	9	797	6254177	The Harbour: Emergency and Transitional Housing for Homeless Youth Program	05N	LMC	\$925.00
2018	9	797	6285070	The Harbour: Emergency and Transitional Housing for Homeless Youth Program	05N	LMC	\$925.00
2018	9	797	6314143	The Harbour: Emergency and Transitional Housing for Homeless Youth Program	05N	LMC	\$925.00
					05N	Matrix Code	\$3,700.00
2018	2	799	6279043	PY2018_HRP_NWHP_ W. Kathleen Dr.	14A	LMH	\$23,999.00
2018	2	799	6314758	PY2018_HRP_NWHP_ W. Kathleen Dr.	14A	LMH	\$1,083.02
2018	2	800	6310482	PY2018_HRP_NWHP_Rose Ave.	14A	LMH	\$18,840.00
2018	2	800	6314291	PY2018_HRP_NWHP_Rose Ave.	14A	LMH	\$983.37
2018	2	801	6310489	PY2018_HRP_NWHP_E. Grant Dr.	14A	LMH	\$13,390.00
2018	2	801	6310492	PY2018_HRP_NWHP_E. Grant Dr.	14A	LMH	\$758.37
2018	2	808	6326358	PY2018_HRP_NWHP_ W. Dempster St.	14A	LMH	\$19,340.00
2018	3	802	6313706	PY2018_MRP_NWHP_ E. Walnut	14A	LMH	\$7,930.00
2018	3	802	6318415	PY2018_MRP_NWHP_ E. Walnut	14A	LMH	\$870.87
2018	4	806	6291044	City of Des Plaines, CED: ERP_White St.	14A	LMH	\$3,000.00
					14A	Matrix Code	\$90,194.63
Total							\$130,848.19

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	8	796	6225130	Center of Concern: Senior Housing and Supportive Services	05A	LMC	\$1,188.56



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	8	796	6253520	Center of Concern: Senior Housing and Supportive Services	05A	LMC	\$2,939.11
2018	8	796	6285067	Center of Concern: Senior Housing and Supportive Services	05A	LMC	\$2,450.65
2018	8	796	6314180	Center of Concern: Senior Housing and Supportive Services	05A	LMC	\$4,121.68
					05A	Matrix Code	\$10,700.00
2018	6	794	6225483	WINGS: Safe House Emergency Shelter	05G	LMC	\$1,530.90
2018	6	794	6318410	WINGS: Safe House Emergency Shelter	05G	LMC	\$1,122.66
					05G	Matrix Code	\$2,653.56
2018	5	793	6225702	Northwest Compass Inc.: Housing Counseling Program	05J	LMC	\$4,060.35
2018	5	793	6254688	Northwest Compass Inc.: Housing Counseling Program	05J	LMC	\$3,664.82
2018	5	793	6285530	Northwest Compass Inc.: Housing Counseling Program	05J	LMC	\$3,848.79
2018	5	793	6314145	Northwest Compass Inc.: Housing Counseling Program	05J	LMC	\$3,326.04
2018	7	795	6225120	Center of Concern: Homeless Prevention, Housing Counseling, Resources and Home Sharing	05J	LMC	\$561.16
2018	7	795	6253578	Center of Concern: Homeless Prevention, Housing Counseling, Resources and Home Sharing	05J	LMC	\$2,122.58
2018	7	795	6285068	Center of Concern: Homeless Prevention, Housing Counseling, Resources and Home Sharing	05J	LMC	\$1,620.37
2018	7	795	6314170	Center of Concern: Homeless Prevention, Housing Counseling, Resources and Home Sharing	05J	LMC	\$4,395.89
					05J	Matrix Code	\$23,600.00
2018	9	797	6225017	The Harbour: Emergency and Transitional Housing for Homeless Youth Program	05N	LMC	\$925.00
2018	9	797	6254177	The Harbour: Emergency and Transitional Housing for Homeless Youth Program	05N	LMC	\$925.00
2018	9	797	6285070	The Harbour: Emergency and Transitional Housing for Homeless Youth Program	05N	LMC	\$925.00
2018	9	797	6314143	The Harbour: Emergency and Transitional Housing for Homeless Youth Program	05N	LMC	\$925.00
					05N	Matrix Code	\$3,700.00
Total							\$40,653.56

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	10	798	6234951	City of Des Plaines, CED: Planning and Administration	21A		\$14,200.34
2018	10	798	6284170	City of Des Plaines, CED: Planning and Administration	21A		\$18,362.68
2018	10	798	6312281	City of Des Plaines, CED: Planning and Administration	21A		\$18,260.55
2018	10	798	6312289	City of Des Plaines, CED: Planning and Administration	21A		\$8,245.43
2018	10	798	6327071	City of Des Plaines, CED: Planning and Administration	21A		\$455.53
					21A	Matrix Code	\$59,524.53
Total							\$59,524.53

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Plan Year	IDIS Project	Project	IDIS Activity ID	Activity Name	Activity Status	Program	Funded Amount	Draw Amount	Balance
2018	2	North West Housing Partnership: Home Repair Program	799	PY2018_HRP_NWHP_W_Kathleen Dr.	Completed	CDBG	\$25,082.02	\$25,082.02	\$0.00
			800	PY2018_HRP_NWHP_Rose Ave.	Completed	CDBG	\$19,823.37	\$19,823.37	\$0.00
			801	PY2018_HRP_NWHP_E_Grant Dr.	Completed	CDBG	\$14,148.37	\$14,148.37	\$0.00
			804	PY2018_HRP_NWHP_Program Administration	Open	CDBG	\$21,214.85	\$21,214.85	\$0.00
			807	PY2018_HRP_NWHP_Magnolia Ave.	Open	CDBG	\$23,035.87	\$23,035.87	\$0.00
			808	PY2018_HRP_NWHP_W_Dempster St.	Open	CDBG	\$20,160.87	\$20,160.87	\$0.00
			809	PY2018_HRP_NWHP_Ash Ave.	Open	CDBG	\$22,998.52	\$22,998.52	\$0.00
			810	PY2018_HRP_NWHP_Suffield St.	Canceled	CDBG	\$0.00	\$0.00	\$0.00
			811	PY2018_HRP_NWHP_Shannon Ct.	Open	CDBG	\$16,183.37	\$16,183.37	\$0.00
		Project Total					\$162,647.24	\$162,647.24	\$0.00
3		North West Housing Partnership: Minor Repair and Home Accessibility Modification Program	802	PY2018_MRP_NWHP_E_Walnut	Completed	CDBG	\$8,800.87	\$8,800.87	\$0.00
			803	PY2018_HRP_NWHP_S_8th Ave.	Canceled	CDBG	\$0.00	\$0.00	\$0.00
			805	PY2018_MRP_NWHP_Program Administration	Open	CDBG	\$1,320.13	\$1,320.13	\$0.00
		Project Total					\$10,121.00	\$10,121.00	\$0.00
4		City of Des Plaines, CED: Emergency Repair Program (as needed)	806	City of Des Plaines, CED: ERP_White St.	Completed	CDBG	\$3,000.00	\$3,000.00	\$0.00
		Project Total					\$3,000.00	\$3,000.00	\$0.00
5		Northwest Compass, Inc.: Housing Counseling Program	793	Northwest Compass Inc.: Housing Counseling Program	Completed	CDBG	\$3,000.00	\$3,000.00	\$0.00
		Project Total					\$3,000.00	\$3,000.00	\$0.00
6		Women in Need Growing Stronger (WINGS): Safe House Emergency Shelter (Domestic Violence) Program	794	WINGS: Safe House Emergency Shelter	Completed	CDBG	\$14,900.00	\$14,900.00	\$0.00
		Project Total					\$14,900.00	\$14,900.00	\$0.00
7		Center of Concern: Homeless Prevention, Housing Counseling, Resources and Home Sharing Program	795	Center of Concern: Homeless Prevention, Housing Counseling, Resources and Home Sharing	Completed	CDBG	\$2,653.56	\$2,653.56	\$0.00
		Project Total					\$2,653.56	\$2,653.56	\$0.00
8		Center of Concern: Senior Housing and Supportting Services Program	796	Center of Concern: Senior Housing and Supportive Services	Completed	CDBG	\$8,700.00	\$8,700.00	\$0.00
		Project Total					\$8,700.00	\$8,700.00	\$0.00
9		The Harbour: Emergency Shelter & Transitional Housing for Homeless Youth Program	797	The Harbour: Emergency and Transitional Housing for Homeless Youth Program	Completed	CDBG	\$10,700.00	\$10,700.00	\$0.00
		Project Total					\$10,700.00	\$10,700.00	\$0.00
10		City of Des Plaines, CED: Planning and Administration	798	City of Des Plaines, CED: Planning and Administration	Open	CDBG	\$3,700.00	\$3,700.00	\$0.00
		Project Total					\$60,089.00	\$59,524.53	\$544.47
		Program Total					\$276,490.80	\$275,946.33	\$544.47

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Plan Year	IDIS Project	Project	IDIS Activity ID	Activity Name	Activity Status	Program	Funded Amount	Draw Amount	Balance
2018		2018 Total					\$276,490.80	\$275,946.33	\$544.47
		Program Grand Total				CDBG	\$276,490.80	\$275,946.33	\$544.47
		Grand Total					\$276,490.80	\$275,946.33	\$544.47

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REPORT FOR PROGRAM : ALL
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 PROJECT : ALL
 ACTIVITY : ALL

Program Year/ Project	IDIS Act ID	Activity Name	Prior Year	Voucher Number	Line Item	Voucher Status	LOCCS Send Date	Grant Year	Grant Number	Fund Type	Drawn Amount
2018 2	799	PY2018_HRP_NWHP_ W. Kathleen Dr. Program								EN	
				6279043	1	Completed	7/16/2019	2015	B15MC170009	EN	\$269.25
				6279043	2	Completed	7/16/2019	2018	B18MC170009	EN	\$23,729.75
			Y	6314758	1	Completed	11/6/2019	2018	B18MC170009	EN	\$1,083.02
									Activity Total		\$25,082.02
2018 2	800	PY2018_HRP_NWHP_Rose Ave. Program								EN	
				6310482	1	Completed	10/22/2019	2018	B18MC170009	EN	\$18,840.00
			Y	6314291	1	Completed	11/6/2019	2018	B18MC170009	EN	\$983.37
									Activity Total		\$19,823.37
2018 2	801	PY2018_HRP_NWHP_E. Grant Dr. Program								EN	
				6310489	1	Completed	10/22/2019	2018	B18MC170009	EN	\$13,390.00
			Y	6310492	1	Completed	10/22/2019	2018	B18MC170009	EN	\$758.37
									Activity Total		\$14,148.37
2018 2	808	PY2018_HRP_NWHP_ W. Dempster St. Program								EN	
				6326358	1	Completed	12/19/2019	2018	B18MC170009	EN	\$19,340.00
			Y						Activity Total		\$19,340.00
2018 3	802	PY2018_MRP_NWHP_E. Walnut Home Accessibility Modification Program								EN	
									Project Total		78,393.76

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Program Year/ Project	IDIS Act ID	Activity Name	Prior Year	Voucher Number	Line Item	Voucher Status	LOCCS Send Date	Grant Year	Grant Number	Fund Type	Drawn Amount
						EN					
2018 4	806	City of Des Plaines, CED: Emergency Repair Program (as needed)	Y	6313706	1	Completed	11/6/2019	2018	B18MCI70009	EN	\$7,930.00
			Y	6318415	1	Completed	11/20/2019	2018	B18MCI70009	EN	\$870.87
									Activity Total		\$8,800.87
									Project Total		8,800.87
2018 5	793	Northwest Compass, Inc.: Housing Counseling Program		6291044	1	Completed	8/21/2019	2018	B18MCI70009	EN	\$3,000.00
									Activity Total		\$3,000.00
									Project Total		3,000.00
2018 6	794	Women in Need Growing Stronger (WINGS): Safe House Emergency Shelter Program		6225702	1	Completed	2/5/2019	2018	B18MCI70009	EN	\$4,060.35
				6254688	1	Completed	5/8/2019	2018	B18MCI70009	EN	\$3,664.82
				6285530	1	Completed	8/7/2019	2018	B18MCI70009	EN	\$3,848.79
			Y	6314145	1	Completed	11/6/2019	2018	B18MCI70009	EN	\$3,326.04
									Activity Total		\$14,900.00
									Project Total		14,900.00
2018 7	795	Center of Concern: Homeless Prevention, Housing Counseling, Resources and Home Sharing Program		6225483	1	Completed	2/5/2019	2018	B18MCI70009	EN	\$1,530.90
			Y	6318410	1	Completed	11/20/2019	2018	B18MCI70009	EN	\$1,122.66
									Activity Total		\$2,653.56
									Project Total		2,653.56
				6225120	1	Completed	2/5/2019	2018	B18MCI70009	EN	\$561.16

U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Integrated Disbursement and Information System
 Drawdown Report by Project and Activity
 DES PLAINES , IL

Program Year/ Project	IDIS Act ID	Activity Name	Prior Year	Voucher Number	Line Item	Voucher Status	LOCCS Send Date	Grant Year	Grant Number	Fund Type	Drawn Amount
						EN					
2018	8	Center of Concer: Senior Housing and Supporting Services Program		6253578	1	Completed	5/8/2019	2018	B18MCI70009	EN	\$2,122.58
				6285068	1	Completed	8/7/2019	2018	B18MCI70009	EN	\$1,620.37
			Y	6314170	1	Completed	11/21/2019	2018	B18MCI70009	EN	\$4,395.89
									Activity Total		\$8,700.00
									Project Total		8,700.00
2018	9	Center of Concer: Senior Housing and Supportive Services		6225130	1	Completed	2/5/2019	2018	B18MCI70009	EN	\$1,188.56
				6253520	1	Completed	5/8/2019	2018	B18MCI70009	EN	\$2,939.11
				6285067	1	Completed	8/7/2019	2018	B18MCI70009	EN	\$2,450.65
			Y	6314180	1	Completed	11/6/2019	2018	B18MCI70009	EN	\$4,121.68
									Activity Total		\$10,700.00
									Project Total		10,700.00
2018	9	The Harbour: Emergency Shelter & Transitional Housing for Homeless Youth Program		6225017	1	Completed	2/5/2019	2018	B18MCI70009	EN	\$925.00
				6254177	1	Completed	5/8/2019	2018	B18MCI70009	EN	\$925.00
				6285070	1	Completed	8/7/2019	2018	B18MCI70009	EN	\$925.00
			Y	6314143	1	Completed	11/6/2019	2018	B18MCI70009	EN	\$925.00
									Activity Total		\$3,700.00
									Project Total		3,700.00
2018	10	City of Des Plaines, CED: Planning and Administration		6234951	1	Completed	2/11/2019	2018	B18MCI70009	EN	\$14,200.34
				6284170	1	Completed	7/11/2019	2018	B18MCI70009	EN	\$18,362.68
			Y	6312281	1	Completed	10/8/2019	2018	B18MCI70009	EN	\$18,260.55
			Y	6312289	1	Completed	10/8/2019	2018	B18MCI70009	EN	\$8,245.43

IDIS - PR05

U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System
Drawdown Report by Project and Activity
DES PLAINES , IL

DATE: 12-27-19
TIME: 13:43
PAGE: 4

Program Year/ Project	IDIS Act ID	Activity Name	Prior Year	Voucher Number	Line Item	Voucher Status	LOCCS Send Date	Grant Year	Grant Number	Fund Type	Drawn Amount
			Y	6327071	1	Completed	12/19/2019	2018	B18MC170009	EN	\$455.53
									Activity Total		\$59,524.53
									Project Total		59,524.53
									Program Year 2018 Total		190,372.72



U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Integrated Disbursement and Information System

DATE: 12-27-19
 TIME: 14:08
 PAGE: 1

Current CDBG Timeliness Report
 Grantee : DES PLAINES, IL

PGM YEAR	PGM START DATE	TIMELINESS TEST DATE	CDBG GRANT AMT	--- LETTER OF CREDIT BALANCE ---		DRAW RATIO		MINIMUM DISBURSEMENT TO MEET TEST	
				UNADJUSTED	ADJUSTED FOR PI	UNADJ	ADJ	UNADJUSTED	ADJUSTED
2018	10-01-18	08-02-19	300,348.00	226,137.75	226,137.75	0.75	0.75		
2019	10-01-19	08-02-20	302,509.00	412,753.53	412,753.53	1.36	1.36		

NOTE: If ***** appears in place of ratio, then ratio cannot be calculated because either the grantee's current year grant has not been obligated in LOCCS or the current program year start and end dates have not been entered in IDIS.

Public Participation

CDBG CAPER Timeline PY2018

DATE	ACTION	NOTES
Monday, November 11, 2019 (I am on vacation Nov. 7) Wednesday, November 13, 2019	Draft Legal Notice - Last Day to Submit to Newspaper Legal Notice posted in the newspaper (Journal & Topics) (15 days prior to the Public Comment Period)	
Wednesday November 20, 2019	Close Activities in the IDIS and start PY2018 CAPER Draft	
Thursday, November 28, 2019	Public Comment Period Draft CAPER posted on City's Web-site	
Thursday, November 28 – Monday, December 16, 2019	Public Comment Period	
Tuesday, November 26, 2019	CED to Legal/OU Agenda Deadline - CAPER Public Hearing and Adoption	
Thursday, December 5, 2019	City Manager Deadline - CAPER Public Hearing and Adoption	
Monday, December 16, 2019	City Council Meeting Public Hearing CAPER Adoption - on the Consent Agenda	
Tuesday, December 17, 2019	Summary of the Public Period Comments	
Monday, December 30, 2019	Last Day for the Adopted CAPER to be submitted to HUD	

CITY OF DES PLAINES

PUBLIC COMMENT PERIOD and PUBLIC HEARING for the:

Community Development Block Grant Program Year 2018 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

PUBLIC COMMENT PERIOD

Notice is hereby given that the City of Des Plaines Program Year 2018 Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER) will be available for public review and comment beginning Thursday, November 28, 2019. The CAPER is the City's annual CDBG report to the U.S. Department of Housing and Urban Development (HUD). It will reflect the Program Year 2018 results, which began October 1, 2018 and ended September 30, 2019.

The City of Des Plaines invites comments on the CAPER. The 15-day (minimum) public comment period will begin Thursday, November 28, 2019 and end Monday, December 16, 2019. The report will be available by visiting the Community and Economic Development Department, 1420 Miner Street, Des Plaines, IL. 60016 and via internet at:

<http://desplaines.org/cdbgplansreports>

PUBLIC HEARING

A public hearing on the CAPER will be held during the regularly scheduled City Council meeting on Monday, December 16, 2019. The public hearing will begin at 7:00 p.m. in Room 102 of the Des Plaines Civic Center, 1420 Miner Street, Des Plaines, IL 60016. Written citizen comments will be submitted with the CAPER to HUD after the hearing.

For more information, please contact the CDBG Administrator at 847-391-5381 or dkirincic@desplaines.org.



Navigation

- Community Development Block Grant Home
- CDBG Plans and Reports
- CDBG Home Rehabilitation Programs
- CDEG Public Service Programs
- Public Projects & Environmental Documents



CDBG Legal Notices

Citizen Participation

Federal regulatory requirements mandate that Des Plaines, or any local government, provides the public with reasonable notice of opportunities to comment on CDBG grant activities related to an application to the state. Below is a list of legal notices in an effort to best fulfill the requirements of the state and reflect the City's dedication to transparency.

- [Substantial Amendment to the 2015-2019 Consolidated Plan, the PY2018 Annual Action Plan, and Citizen Participation Plan Notice](#)
- [Legal Notice/PY2019 Action Plan](#)
- [Legal Notice/PY2018 Annual Action](#)
- [Legal Notice/PY2018 CAPER](#)
- [Legal Notice/PY2017 CAPER](#)
- [Public Notice/PY2017 ADA Compliance/Intersection, Sidewalks Infrastructure Improvement Project](#)
- [Public Notice/PY2017 Apache Park Neighborhood Street Lighting Project](#)



CAPER
2018 Consolidated Annual Performance and Evaluation Report

FOR
COMMUNITY DEVELOPMENT BLOCK GRANT

TO BE SUBMITTED TO THE
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

PROGRAM YEAR 2018
(October 1, 2018 – September 30, 2019)

Prepared by the City of Des Plaines
Community and Economic Development Department
1420 Miner Street
Des Plaines, Illinois 60016

DRAFT COPY FOR THE PUBLIC COMMENT PERIOD
November 28, 2019, to December 16, 2019

Classified

The Journal & Topics Media Group accepts classified ads by email; online submission, mail/in person, phone or fax. Classifieds will appear in all 16 Journal & Topics publications.

JOURNAL & TOPICS

MEDIA GROUP

Journal & Topics Media Group | journal-topics.com | November 13-18, 2019 | Page 1C

Phone Hours: 8:30 a.m.-4 p.m. Mon-Fri. | Deadline: Noon Monday prior to publication

5 WAYS TO SUBMIT YOUR CLASSIFIED ADS TO THE JOURNAL

1 Email: journalads@journal-topics.info

2 Online: 'Submit Your News' form at journal-topics.com

3 Mail/Visit: 622 Graceland Ave., Des Plaines, IL 60016

4 Call us at 847-299-5511

5 Fax it to us at 847-298-8549



0630 Cars & Trucks

Love to buy your car or truck will pay \$200 - \$2,000 for the good, bad or ugly! Also classic, antique, hot rod or project cars. Same day free tow away 773-758-2928

0900 Legals

0900 Legals

0900 Legals

0900 Legals

0900 Legals

0900 Legals

CITY OF DES PLAINES

PUBLIC COMMENT PERIOD and PUBLIC HEARING for the:

Community Development Block Grant Program Year 2018 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

PUBLIC COMMENT PERIOD

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PUBLIC HEARING

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For more information, please contact the CDBG Administrator at 847-391-5381 or dkirincic@desplaines.org.

0900 Legals

0900 Legals

0900 Legals

0900 Legals

0900 Legals

0900 Legals

NILES PARK DISTRICT

Finance Department
6676 Howard Street
Niles, Illinois 60714
(847) 967-6633

LEGAL NOTICE

NOTICE OF HEARING

TENTATIVE BUDGET AND APPROPRIATION ORDINANCE

WHEREAS, the Board of Trustees of the PROSPECT HEIGHTS FIRE PROTECTION DISTRICT has or will have prepared a Tentative Budget and Appropriation Ordinance of said District for the fiscal year beginning January 1, 2020 and ending December 31, 2020. Notice is hereby given that a public hearing will be held Tuesday, December 17, 2019 at 8:00 a.m. at the Prospect Heights Fire Protection District Station, 10 E. Camp McDonald Road, Prospect Heights, Illinois, pursuant to statute. Final action on said ordinance will be taken by the Board of Trustees of the Prospect Heights Fire Protection District, at a meeting thereof to be held on December 17, 2019 at 8:00 a.m. at said location. The Tentative Budget and Appropriation Ordinance for said District for the fiscal year beginning January 1, 2020 and ending December 31, 2020 is or will be conveniently available in pamphlet form for inspection at the Fire House during normal business hours.

Joseph Vertone, Secretary

Dated: November 6, 2019

0900 Legals

0900 Legals

0900 Legals

NOTICE OF AVAILABILITY OF AUDIT REPORT OF PROSPECT HEIGHTS FIRE DISTRICT

Prospect Heights Fire Protection District hereby provides public notice that an audit of its funds for the period January 01, 2018 through December 31, 2018 has been made, and that a report of such audit dated October 17, 2019 performed by Sikich and Associates has been filed with the County Clerk of Cook in accordance with 30 ILCS 15.0/0.01 et seq. The full report of the audit is available for public inspection at Fire District main station or District's website during regular business hours Monday through Friday except for holidays.

0900 Legals

0900 Legals

0900 Legals

SNAP UP EXTRA CASH

JOURNAL & TOPICS NEWSPAPERS

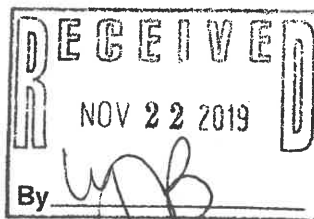
YOUR NEIGHBORS: Sold their house!

IN THE CIRCUIT COURT OF COOK COUNTY

JOURNAL & TOPICS NEWSPAPERS

PHONE # (847) 299-5511
 FAX # (847)-298-8549
 622 GRACELAND AVE

Invoice



Date	Invoice #
11/13/2019	182094

Bill To CITY OF DES PLAINES ATTN: ACCOUNTS PAYABLE 1420 MINER ST. DES PLAINES, IL 60016 WENDY JOHNSON

Head Ident PY2018 CAPER

P.O. No.	Terms	Due Date	Rep	Account #	Ordered By
	Net 30	12/13/2019	MW302	922	DAVORKA/WENDY
Serviced	Item	Description	Rate	Amount	
11/13/2019	LEGALS	3 COL X 4" 1 WEEK LEGALS (APPEARED IN ALL PAPERS)	11.54PCI	138.48	

We appreciate your prompt payment!	Total	\$138.48
	Payments/Credits	\$0.00
	Balance Due	\$138.48

Navigation

- Community Development Block Grant
- Home
- CDBG Plans and Reports
- CDBG Home Rehabilitation Programs
- CDBG Public Service Programs
- Public Projects & Environmental Documents

Family Friendly
A great place to raise a family.

METROPOLITAN SQUARE
Visit Downtown Des Plaines
Our Downtown welcomes you.

Our Elected Officials
Meet our elected officials.

Explore Our Planning
Enjoy everything we have to offer.

CDBG Plans and Reports

Our Long-Term & Short-Term Plans Five-Year Consolidated Plan



The adopted Consolidated Plan is a collaborative process whereby a community establishes a united vision for community development actions. HUD requires that entitlement jurisdictions look at the community as a whole, so each municipality can develop a vision that addresses issues such as affordable housing, adequate infrastructure, fair housing, city design, the environment, and economic growth. The goals of the Consolidated Plan are to provide decent housing, a suitable living environment, and expanded economic opportunities to benefit low and moderate-income residents.

The Consolidated Plan is a comprehensive five-year planning document that identifies the overall housing and community development needs of the City, outlines available programs and resources, and establishes a strategy for prioritizing and addressing these needs.

DRAFT FOR PUBLIC COMMENT PERIOD-Substantial Amendment to the 2015-2019 Consolidated Plan, the PY2019 Annual Action Plan, and Citizen Participation Plan

Annual Action Plan

The current, published PY2019 Annual Action Plan is a list of programs, projects, or activities that the City plans to accomplish over the next program year. Approved projects must be in-line with the approved Five-Year Consolidated Plan.

Below is a listing of Annual Action Plan Documents:

- [Annual Action Plan PY2019](#)
- [Annual Action Plan PY2018](#)
- [Annual Action Plan PY2017](#)
- [Annual Action Plan PY2016](#)
- [Annual Action Plan PY2015](#)

Annual Performance Reports

Consolidated Annual Performance and Evaluation Report

The Consolidated Annual Performance and Evaluation Report (CAPER) is a report evaluating the progress in carrying out the Annual Action Plan. The CAPER is also designed to provide the jurisdiction an opportunity to assess its annual performance in relationship to meeting its overall five-year Consolidated Plan priorities and objectives. It is also an opportunity to discuss what actions or changes it contemplates as a result of its annual performance.

- [DRAFT FOR PUBLIC COMMENT PERIOD- CAPER PY2019](#)

LEGAL NOTICES



[CLICK HERE TO VIEW](#)



COMMUNITY AND ECONOMIC
DEVELOPMENT DEPARTMENT

1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5380
desplaines.org

MEMORANDUM

Date: December 5, 2019

To: Michael G. Bartholomew, MCP, LEED AP, City Manager

From: Michael McMahon, Community and Economic Development Director *MM*
Davorka I. Kirincic, AICP, Associate Planner / CDBG Administrator *DK*

Subject: Public Hearing Regarding Program Year 2018 CDBG Consolidated Annual Performance & Evaluation Report

Issue: The Consolidated Annual Performance & Evaluation Report (CAPER) is an annual document detailing the accomplishments of the Community Development Block Grant (CDBG) program and requires City Council approval before submitting to the U.S. Department of Housing and Urban Development (HUD).

Analysis: The City of Des Plaines Program Year (PY) 2018 CAPER summarizes the program performance of Year 4 of the CDBG Consolidated Plan (PY2018 Action Plan, October 1, 2018 to September 30, 2019). The CAPER reports on the expenditures and accomplishments of the public service, housing, and infrastructure programs performed in respect to the goals established in the Action Plan. It is summarized in the memorandum transmitting the resolution and complete package for the Consent Agenda.

This public hearing will complete the required public comment period as required by HUD. The 15-day public comment period for the CAPER began November 28, 2019, following a legal notice published in the *Journal and Topics* newspaper on November 13, 2019. The CAPER is available for public viewing at the following link, as well as at City Hall, Community and Economic Development Department.

<http://desplaines.org/cdbgplansreports>

Recommendation: I recommend that the City Council hold the public hearing regarding the PY2018 CAPER.



COMMUNITY AND ECONOMIC
DEVELOPMENT DEPARTMENT

1420 Miner Street
Des Plaines, IL 60016
P: 847.391.5380
desplaines.org

MEMORANDUM

Date: December 5, 2019

To: Michael G. Bartholomew, MCP, LEED AP, City Manager

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<http://desplaines.org/cdbgplansreports>

Recommendation: I recommend that the City Council hold the public hearing regarding the PY2018 CAPER.

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF DES PLAINES, ILLINOIS HELD IN THE
ELEANOR ROHRBACH MEMORIAL COUNCIL CHAMBERS,
DES PLAINES CIVIC CENTER, MONDAY, DECEMBER 16, 2019**

**CALL TO
ORDER:**

The regular meeting of the City Council of the City of Des Plaines, Illinois, was called to order by Mayor Bogusz at 6:35 p.m. in the Eleanor Rohrbach Memorial Council Chambers, Des Plaines Civic Center on Monday, December 16, 2019.

ROLL CALL:

Roll call indicated the following Aldermen present: Lysakowski, Moylan, Rodd, Zadrozny, Brookman, Chester, Smith, Goczkowski. A quorum was present.

**CLOSED
SESSION:**

Moved by Rodd, seconded by Moylan to enter into Closed Session to discuss Acquisition of Property, Probable or Imminent Litigation and Personnel. Upon roll call, the vote was:

AYES: 8- Lysakowski, Moylan, Rodd, Zadrozny,
Brookman, Chester, Smith, Goczkowski

NAYS: 0 None

ABSENT: 0- None

Motion declared unanimously carried.

The City Council recessed at 6:36 p.m.

The City Council re-convened at 7:05 p.m.

Roll call indicated the following Aldermen present: Lysakowski, Moylan, Rodd, Zadrozny, Brookman, Chester, Smith, Goczkowski. A quorum was present.

Also present were: City Manager Bartholomew, Assistant City Manager/Director of Finance Wisniewski, Director of Public Works and Engineering Oakley, Director of Community and Economic Development McMahon, Fire Chief Deputy Dyer, Director of Public Safety Kushner, and General Counsel Friedman.

**PRAYER AND
PLEDGE:**

The prayer was offered by Alderman Chester, followed by the Pledge of Allegiance to the Flag of the United States of America.

**MINUTES OF THE PUBLIC HEARING HELD IN THE ELEANOR
ROHRBACH MEMORIAL COUNCIL CHAMBERS DES PLAINES CIVIC
CENTER, MONDAY, DECEMBER 16, 2019**

**PUBLIC
HEARING/
CDBG PY2018
CAPER:**

Mayor Bogusz called the Community Development Block Grant (CDBG) PY2018 consolidated annual performance and evaluation report (CAPER) Public Hearing to order at 7:06 p.m.

The City of Des Plaines Program Year 2018 CAPER summarizes the program performance of Year 1 of the CDBG Consolidated Plan, PY2018 Action Plan, October 1, 2018 to September 30, 2019. The CAPER reports on the expenditures and accomplishments of the public service, housing, and infrastructure programs performed in respect to the goals established in the Action Plan.

(Cont.)

This public hearing will complete the required public comment period as required by HUD. The 15-day public comment period for the CAPER began November 28, 2019, following a legal notice published in the *Journal and Topics* on November 13, 2019. The CAPER is available for public viewing at <http://desplaines.org/cdbgplansreports>, as well as at City Hall, Community and Economic Development Department.

With no public comment, the Public Hearing was adjourned at 7:09 p.m.

**PUBLIC
COMMENT:**

Resident Wayne Serbin stated he was happy to see that Cumberland Circle re-opened.

Mr. Dimitrios Panagiotidis expressed that he does not agree with or support the recently approved ordinance allowing for Cannabis to be sold in the City of Des Plaines.

**CONSENT
AGENDA:**

Moved by Brookman, seconded by Rodd, to establish the Consent Agenda. Motion declared unanimously carried.

Alderman Brookman requested that Item 8, Resolution R-204-19 be removed for discussion.

Moved by Brookman, seconded Chester, to approve the Consent Agenda. Upon roll call, the vote was:

AYES: 8- Lysakowski, Moylan, Rodd, Zadrozny,
Brookman, Chester, Smith, Goczkowski

NAYS: 0 None

ABSENT: 0- None

Motion declared carried.

Minutes were approved; Ordinance M-51-19 was adopted. Resolutions R-202-19, R-203-19, R-204-19, R-205-19, R-206-19, R-208-19 were approved.

**APPROVE THE
CDBG PY18
CAPER:
Consent Agenda**

Moved by Brookman, seconded by Chester, to Approve Resolution R-202-19, A RESOLUTION APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT FOR PROGRAM YEAR 2018. Motion declared carried as approved unanimously under Consent Agenda.

**Resolution
R-202-19**

**APPROVE
WAIVING
BIDDING
REQUIREMENTS/
APPROVE B&F
CONSTRUCTION
CODE SERVICES:**

Moved by Brookman, seconded by Chester, to Approve Resolution R-203-19, A RESOLUTION APPROVING AN AGREEMENT WITH B&F CONSTRUCTION CODE SERVICES, INC FOR PROFESSIONAL PLAN REVIEW AND INSPECTION SERVICES. Motion declared carried as approved unanimously under Consent Agenda.

**Consent Agenda
Resolution
R-203-19**

**APPROVE
AMENDMENT/
6B APPLICATION/
76 BRADROCK
DRIVE:**
Consent Agenda

Moved by Brookman, seconded by Chester, to Approve Resolution R-206-19, AN AMENDED AND RESTATED RESOLUTION SUPPORTING AND CONSENTING TO APPROVAL OF CLASS 6B CLASSIFICATION FOR THE PROPERTY LOCATED AT 76 BRADROCK DRIVE. Motion declared carried as approved unanimously under Consent Agenda.

**Resolution
R-206-19**

**APPROVE AGMT/
ADVANTAGE
GOVERNMENT
STRATEGIES:**
Consent Agenda

Moved by Brookman, seconded by Chester, to Approve Resolution R-208-19, A RESOLUTION APPROVING AN AGREEMENT WITH ADVANTAGE GOVERNMENT STRATEGIES, LLC FOR INTERGOVERNMENTAL AND LEGISLATIVE ADVOCACY SERVICES. Motion declared carried as approved unanimously under Consent Agenda.

**Resolution
R-208-19**

**SECOND
READING
M-51-19:**
Consent Agenda

Moved by Brookman, seconded by Chester, to Approve Second Reading Ordinance M-51-19, AN ORDINANCE AMENDING THE CITY CODE REGARDING PARKING RATES THE CITY PARKING LOTS AND FACILITIES. Motion declared carried as approved unanimously under Consent Agenda.

**APPROVE TASK
ORDER/ WALKER
CONSULTANTS:**
Consent Agenda

Moved by Brookman, seconded by Chester, to Approve Resolution R-205-19, A RESOLUTION APPROVING TASK ORDER NO. 6 WITH WALKER CONSULTANTS/ENGINEERS, INC FOR PROFESSIONAL ENGINEERING SERVICES. Motion declared carried as approved unanimously under Consent Agenda.

**Resolution
R-205-19**

**APPROVE
MINUTES:**
Consent Agenda

Moved by Brookman, seconded by Chester, to approve the Minutes of the City Council meeting of November 18, 2019, as published. Motion declared carried as approved unanimously under Consent Agenda.

**AWARD BID/
CIVIC CENTER
PARKING DECK/
WALSH
CONSTRUCTION:**
Consent Agenda

Alderman Brookman requested that this item be removed for discussion. Alderman Brookman does not agree with the \$15,293,000 expenditure to replace the parking deck only to add 62 additional parking spaces.

City Manager Bartholomew explained that the parking deck will allow for a basement with secure police vehicle parking, public and employee parking.

**Resolution
R-204-19**

Moved by Rodd, seconded by Zadrozny, to Approve Resolution R-204-19, A RESOLUTION APPROVING A CONTRACT WITH WALSH CONSTRUCTION COMPANY II, INC FOR THE CIVIC CENTER PARKING GARAGE REPLACEMENT PROJECT. Upon roll call, the vote was:

(Cont.)

Alderman Chester expressed his displeasure that the discussion of Water Rates and Storm Sewer Fees were not discussed during the budget process and does not want to increase the rates to the residents.

Assistant City Manager/Director of Finance Wisniewski answered questions from the Aldermen.

Moved by Rodd, seconded by Goczkowski to Approve Ordinance M-49-19.

Alderman Brookman reiterated that an Enterprise fund such as the Water/Sewer Fund cannot be self-sustaining with just user charges and suggested that there should be an impact fee for large commercial water users. Alderman Brookman suggested that this item go back to the Finance Committee meeting for further discussion.

Moved by Rodd, seconded by Goczkowski to call for the vote. By show of hands the vote was 6/2/0. Alderman Brookman and Chester did not agree. Motion carried.

Moved by Rodd, seconded by Goczkowski to Approve Ordinance M-49-19, AN ORDINANCE AMENDING THE CITY CODE REGARDING WATER RATES AND STORM SEWER FEES. Upon roll call, the vote was:

AYES: 6- Lysakowski, Moylan, Rodd, Zadrozny,
Smith, Goczkowski

NAYS: 2- Brookman, Chester

ABSENT: 0- None

Motion declared carried.

SECOND
READING/
ORDINANCE
M-50-19:

Moved by Rodd, seconded by Moylan to Approve Ordinance M-50-19, As Amended, AN ORDINANCE AMENDING CHAPTER 1 OF TITLE 6 OF THE CITY CODE REGARDING THE KEEPING OF CHICKENS.

Alderman Chester believed the consensus at the December 2, 2019 City Council meeting was to require notification to your neighbors and allow for an appeal process to the Planning and Zoning Board.

Legal Counsel Friedman clarified that the applicant has two weeks prior to their permit application certify to the City that they have provided notice to the owners of adjoining properties. This notice gives the owners the opportunity to come to the City to object.

Alderman Brookman believes that allowing chickens will pose a health risk and a negative impact on property values.

City Manager Bartholomew recommended to add text that if the neighbor objects they can object to the Community and Development Director.

Legal Counsel Friedman suggested that a medical condition may be the only ground to reject a permit. It would be difficult to determine what standards could object a permit.

Alderman Lysakowski suggested allowing for a lower number of permits the first year and increasing the number over three-years.

Moved by Rodd, seconded by Moylan to Approve Ordinance M-50-19, As Amended to add that a neighbor may object to the Community and Economic Development Director, AN ORDINANCE AMENDING CHAPTER 1 OF TITLE 6 OF THE CITY CODE REGARDING THE KEEPING OF CHICKENS. Upon roll call, the vote was:

AYES: 6- Lysakowski, Moylan, Rodd, Zadrozny,
Smith, Goczkowski

NAYS: 2- Brookman, Chester

ABSENT: 0- None

Motion declared carried.

NEW BUSINESS:

CONSIDER SUBMISSION OF A PUBLIC QUESTION:

Without objection Item 3a, Resolution R-209-19, A Resolution Initiating the Submission of a Public Question to Authorize the Appointment of the City Clerk will be the first item of business.

Mayor Bogusz explained over the past few month he has discussed with City Clerk Tsalapatánis the City Clerk position. Mayor Bogusz believes that it is in the best interest of the City and the position to place this item on the ballot as a referendum.

City Clerk Tsalapatánis explained that after serving as the City Clerk for almost three-years her main observation is that the position of City Clerk is more of an administrative/department head position versus an elected position. The position requires a significant level of competence and knowledge and with an elected position there is no guarantee that an elected Clerk can bring the necessary skills to the position. Staff has the educational and experience background and are the full-time staff members of the City Clerk's office. The department needs consistency and continuity. Furthermore, most of the surrounding communities have appointed Clerks.

Since the City has term-limits, a City Clerk may use educational funds and those funds are lost at the end of their term. The funds are better well suited for the full-time staff.

Moved by Goczkowski, seconded by Chester to Approve Resolution R-209-19, A RESOLUTION INITIATING THE SUBMISSION OF A PUBLIC QUESTION TO AUTHORIZE THE APPOINTMENT OF THE CITY CLERK. Upon roll call, the vote was:

AYES: 8- Lysakowski, Moylan, Rodd, Zadrozny,
Brookman, Chester, Smith, Goczkowski

NAYS: 0 None

ABSENT: 0- None

Motion declared carried.

FINANCE & ADMINISTRATION – Alderman Chester, Chairman

**WARRANT
REGISTER:**

Alderman Chester presented the Warrant Register for consideration.

Moved by Chester, seconded by Moylan, to recommend to the City Council approval of the December 16, 2019 – Warrant Register in the Amount of \$3,884,208.89 and further recommend that Resolution R-207-19 be adopted at appropriate time this evening. Upon roll call, the vote was:

AYES: 8- Lysakowski, Moylan, Rodd, Zadrozny,
Brookman, Chester, Smith, Goczkowski

NAYS: 0- None

ABSENT: 0- None

Motion declared carried.

City Clerk Tsalapatani left the meeting at 8:35 p.m.

LEGAL & LICENSING – Alderman Brookman, Chair**CONSIDER CITY
CODE
AMENDMENT/
ADOPT
CANNABIS
RETAILERS'
OCCUPATION
TAX:**

Community and Economic Development Director McMahon reviewed a memorandum dated December 5, 2019.

The Illinois General Assembly adopted the Cannabis Regulation and Tax Act, Public Act 101-0027 (“Act”), which legalizes the possession, use, cultivation, transportation, and sale of recreational cannabis beginning January 1, 2020. The Act also authorizes municipalities to enact a municipal tax on the retail sale of cannabis to persons over the age of 21 for recreational purposes.

**ORDINANCE
M-52-19**

On December 2, 2019 the City of Des Plaines City Council approved Ord. Z-31-19 on second reading to approve amendments to the Des Plaines Zoning Ordinance that regulates the approval and operation of cannabis business establishments within the City. The Act also enacts the Illinois Municipal Cannabis Retailers’ Occupation Tax Law (“Tax”) which grants the City authority to adopt up to a three percent tax on the gross receipts from all sales of cannabis within the City, except for the sales of cannabis to registered qualifying patients pursuant to the Compassionate Use of Medical Cannabis Pilot Program Act.

The Tax is both equitable to the taxpayers and beneficial to the City as it may provide new revenue, including sales to non-residents of the City, to offset additional expenditures arising from the legalization of recreational cannabis and to otherwise improve the City. At this time, it is unknown how much revenue the Tax will bring to the City as currently there are no cannabis business establishments approved, nor operating, within the City of Des Plaines. Staff recommended approval of Ordinance M-52-19.

Alderman Brookman is opposed to the sale of cannabis in the City of Des Plaines, however, since the City Council approved the sale the City should enact the highest possible municipal tax.

Alderman Moylan suggested that the proceeds from this tax be used to fund the Fire and Police Pensions.

(Cont.)

Assistant City Manager/Director of Finance Wisniewski recommended to have an annual discussion to determine if all of the funds, a percentage of the funds, to reduce the levy or fund above the needed amount. At this time it is difficult to determine the amount of revenue the tax will produce.

Moved by Moylan, seconded by Chester, to Approve Ordinance M-52-19, AN ORDINANCE AMENDING TITLE 15 OF THE CITY CODE OF THE CITY OF DES PLAINES TO ADOPT A MUNICIPAL CANNABIS RETAILER'S OCCUPATION TAX with staff directed to create a financial policy on the spending of this tax and bring back to City Council for approval at a future meeting,. Upon voice vote, motion carried.

ADJOURNMENT:

Moved by Smith, seconded by Chester, to adjourn the meeting. Motion declared carried. The meeting adjourned at 8:44 p.m.

Jennifer L. Tsalapatani – City Clerk

APPROVED BY ME THIS _____

DAY OF _____, 2019

Matthew J. Bogusz, MAYOR



Community & Economic Development
1420 Miner Street, Des Plaines, IL 60016
P: 847.391.5380 | W: desplaines.org

December 20, 2019

Mr. Donald Kathan, Director
Chicago Regional Office
U.S. Department of Housing and Urban Development
77 W. Jackson Blvd., Suite 2400
Chicago, Illinois 60604-3507

Subject: PY2018 CAPER Summary of Comments Received

Dear Mr. Kathan,

The City of Des Plaines PY2018 CDBG CAPER public comment period began on Thursday, November 28, 2019 and ended Monday, December 16, 2019. During this period, citizens were invited to submit written comments or recommendations to the City staff. The City did not receive any inquires or suggestions.

A public hearing was held at the December 16, 2018 City Council meeting to allow the public and officials to present any questions or comments for the CAPER. The Department of Community and Economic Development Director gave a brief review of the CDBG program, purpose of the report and concluded for public comments. There were none comments at public hearing. Following the public hearing, the PY2018 CDBG CAPER was adopted by the City Council.

Sincerely,

A handwritten signature in black ink, appearing to read 'Davorka Kirincic'.

Davorka Kirincic
AICP, Associate Planner/CDBG Administrator

A handwritten signature in black ink, appearing to read 'M. McMahon'.

Michael McMahon
Community and Economic Development Director

Cc: Blair Shirley, Community Planning and Development Representative

Clerk's Certificate and Resolution

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CLERK'S CERTIFICATE

I, JENNIFER L. TSALAPATANIS, do hereby certify that I am the qualified and acting MUNICIPAL CLERK* of the City of Des Plaines, Cook County, Illinois, and that as such, I am the officer duly designated by law to keep the minutes, ordinances, resolutions and proceedings of the City Council of the City of Des Plaines.

I further certify that the attached and foregoing copy of Resolution R-202-19, A RESOLUTION APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT FOR PROGRAM YEAR 2018 is a true and correct COPY OF THE RECORDS of the City of Des Plaines.

IN WITNESS WHEREOF, I hereunto affix my signature and impress hereon the corporate seal of the said City of Des Plaines, Cook County, Illinois, this 26th day of December, 2019.



JENNIFER L. TSALAPATANIS, City Clerk

By: 

Laura Fast, Deputy City Clerk
City of Des Plaines, County of Cook

*Per the provisions of 65 ILCS 5/3.1-20-5
Of the Illinois Compiled Statutes (2006)

CITY OF DES PLAINES

RESOLUTION R - 202 - 19

A RESOLUTION APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT FOR PROGRAM YEAR 2018.

WHEREAS, the City is a designated entitlement community under the Community Development Block Grant ("**CDBG**") program administered by the United States Department of Housing and Urban Development ("**HUD**"); and

WHEREAS, in accordance with federal regulations, the City must obtain HUD approval of a "Consolidated Plan" every five years and an "Action Plan" every year prior to the disbursement of CDBG funds to the City by HUD; and

WHEREAS, each year the City must submit to HUD a CDBG Consolidated Annual Performance and Evaluation Report ("**CAPER**") that describes the City's CDBG-funded activities for the program year; and

WHEREAS, the 2018 program year began on October 1, 2018 and ended September 30, 2019; and

WHEREAS, the City accepted public comment on the 2018 CAPER from November 28, 2019 through December 16, 2019; and

WHEREAS, the City Council has determined that it is in the best interest of the City to approve the 2018 CAPER and submit it to HUD;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Plaines, Cook County, Illinois, in the exercise of its home rule powers, as follows:

SECTION 1: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Resolution as findings of the City Council.

SECTION 2: APPROVAL OF 2018 CAPER. The City Council hereby approves the 2018 CAPER in substantially the form attached to this Resolution as **Exhibit A**.

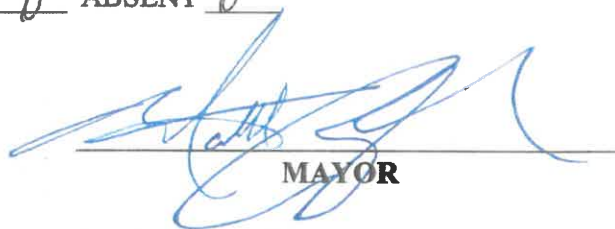
SECTION 3: AUTHORIZATION TO SUBMIT 2018 CAPER TO HUD. The City Council hereby authorizes and directs the City Manager, on behalf of the City, to submit the 2018 CAPER to HUD not later than December 30, 2019.

SECTION 4: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED this 16th day of December, 2019.

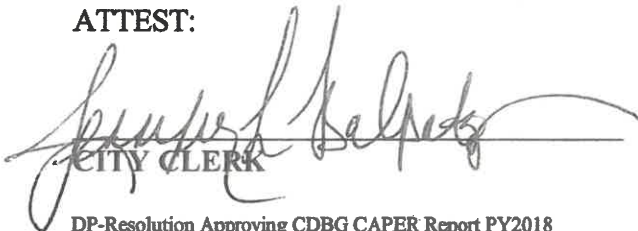
APPROVED this 16th day of December, 2019.

VOTE: AYES 8 NAYS 0 ABSENT 0



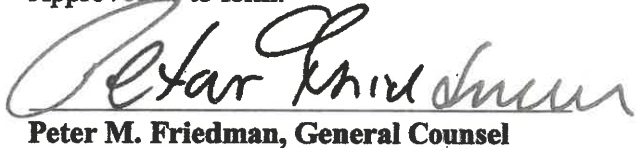
MAYOR

ATTEST:



CITY CLERK

Approved as to form:



Peter M. Friedman, General Counsel