

Lake County Illinois

*Lake County Courthouse and Administrative Complex
18 N. County Street
Waukegan, IL 60085-4351*



Meeting Minutes

Wednesday, April 24, 2013

7:00 PM

10th floor Assembly Room

Community Development Commission

1. ROLL CALL

Chairman Rose called the Community Development Commission (CDC) meeting to order at 7:16 p.m. with the following members present:

Staff: Eric Waggoner, Brittany Sloan, Brenda O'Connell, Sarah Ciampi, and Laura Walley.

Guests: Chris Gheysen of Clark Dietz/Village of Fox Lake, and Audrey Nixon of the Lake County Board.

Chairman Rose welcomed new CDC member Sandra Hart and had the CDC and staff introduce themselves.

Present 13 - Commissioner Russell, Commissioner Krapf, Commissioner Mancino, Commissioner Molek, Commissioner Rosenthal, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Commissioner Hewitt, Commissioner Cunningham, Commissioner Calabresa, Vice-Chairman Pedersen and Chairman Rose

Absent 1 - Commissioner Swanson

2. APPROVAL OF MINUTES

2.1

Approval of February 27, 2013 Minutes

Attachments: [2.27.13 Minutes Revised](#)

The January 23, 2013 minutes were tabled for correction.

3. CHAIR'S REMARKS

The Chairman had no remarks.

4. PUBLIC COMMENTS (items not on the agenda)

There were no public comments.

5. OLD BUSINESS

There was no old business.

6. NEW BUSINESS

6.1

Revision to the 2013 Annual Action Plan Submission

Attachments: [PY2013 Action Plan Amended May 2013](#)
[2013 Action Plan Changes](#)

Ms. O'Connell explained that U. S. Department of Housing and Urban Development (HUD) had required the three following revisions to the 2013 Annual Action Plan (Plan),

prior to receiving plan approval:

1. *While previously acceptable, HUD will no longer allow any estimated CDBG funds to go unallocated; a common practice used to circumvent the need to reduce projected awards once the federal budget was finalized. To comply with this new requirement, staff lowered the estimated CDBG funding level by 5%, given the current economic environment and the sequestration.*
2. *HUD required additional Emergency Solutions Grant (ESG) content pertaining to current program administration procedures. Staff supplied the requested information.*
3. *HUD requested an estimated HOME funding level and the provision of information on the general purposes to which the funding would be allocated. To meet this requirement, the HOME Program Consortium partners met to develop an estimated allocation of \$940,400.00 and generalized funding categories. This was not previously incorporated within the Plan, as Affordable Housing applications had been placed on hold, while staff awaited HUD technical assistance on Lake County's HOME application. Additionally, staff was hopeful that the new HOME Rule would be available prior to soliciting applications. Even though the new HOME rule has not been issued, staff determined that the Affordable Housing application will now proceed.*

A motion was made by Member Venturi, seconded by Member Russell, that this resolution be approved. The motion carried by the following vote:

Aye: 12 - Commissioner Russell, Commissioner Mancino, Commissioner Molek, Commissioner Rosenthal, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Commissioner Hewitt, Commissioner Cunningham, Commissioner Calabresa, Vice-Chairman Pedersen and Chairman Rose

Nay: 1 - Commissioner Krapf

Absent: 1 - Commissioner Swanson

6.2

Public Hearing on the Proposed Changes to the 2013 Annual Action Plan Submission to the U.S. Department of Housing and Urban Development (HUD)

Commissioner Krapf reiterated his displeasure over the Village of Beach Park not receiving a funding recommendation, even after an engineer's presentation requested reconsideration. He stated that the CDC went against its rules to do so, setting a negative precedent.

Commissioner Mancino disagreed with Commissioner Krapf, a fellow Public Infrastructure Application Review Committee (ARC) member. Commissioner Mancino said that all rules were followed throughout the review process.

Chairman Rose stated that the remarks offered were not appropriate to this Public Hearing, as it pertains only to the Plan revisions requested by HUD.

There was no response to further requests for comments.

A motion was made by Member Venturi, seconded by Member Swartz, to open the public hearing at 7:30 p.m. The motion carried by the following vote:

Aye: 13 - Commissioner Russell, Commissioner Krapf, Commissioner Mancino, Commissioner Molek, Commissioner Rosenthal, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Commissioner Hewitt, Commissioner Cunningham, Commissioner Calabresa, Vice-Chairman Pedersen and Chairman Rose

Absent: 1 - Commissioner Swanson

A motion was made by Member Venturi, seconded by Member Hewitt, that the public hearing be closed at 7:37 p.m. The motion carried by the following vote:

Aye: 13 - Commissioner Russell, Commissioner Krapf, Commissioner Mancino, Commissioner Molek, Commissioner Rosenthal, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Commissioner Hewitt, Commissioner Cunningham, Commissioner Calabresa, Vice-Chairman Pedersen and Chairman Rose

Absent: 1 - Commissioner Swanson

6.3

Approval of the 2013 Application Form for the HOME Program

Attachments: [2013 HOME Applicationrev](#)
[LakeCoHBHousingProductionAp](#)
[LakeCoRentalHousingProductionAp](#)

Ms. O'Connell said that the Affordable Housing ARC had been scheduled to meet during the flood and was rescheduled to April 22nd. Ms. Sarah Ciampi informed the CDC about the meeting and provided an overview of recent changes within the HOME program. Ms. Ciampi has been working within the Chicago Regional HOME Summit (Summit), a collaborative group of the nine major participating jurisdictions in the Chicago region. The Summit, working with HUD-provided technical assistance and the HUD regional office, composed a regional housing-production application for the project-based portion (for homebuyer and rental programs) of the HOME application process. Staff has also upgraded the Lake County master HOME application. The proposed documents incorporate all of the current federal requirements, along with all of the currently-proposed new HOME rule requirements. The regional HUD office has forwarded the Summit's application model to the national level as a recommended national model on how jurisdictions can collaborate. Ms. Ciampi outlined the four program areas within the HOME program, and stated that during the upcoming Consolidated Plan process, Lake County will work to move closer to HUD's HOME definitions of those areas. The four areas are Homeowner Rehabilitation, Homebuyer Activities, Rental Activities, and Tenant-based Rental Assistance. A comment period on the proposed application document produced several comments on technical aspects, which staff will be able to address by providing

extra explanations and narrative information. Staff requested approval of this document, with the aforementioned adjustments to the technical narratives, to initiate the 2013 application process. The Affordable Housing ARC will hold another meeting to compose scoring criteria, based on the approved application. Applicant training will be held to introduce the new application package. Commissioner Swartz commended Ms. Ciampi and Ms. O'Connell on the progress made. Commissioner Calabresa asked if this process would be eligible to submit for a NACO award. Chairman Rose expressed his thanks for staff's efforts to help the CDC work for the County's betterment and for the production of a document that will be presented on a national level. Commissioner Calabresa asked that there be a press release on this matter and the CDC applauded the Community Development staff.

A motion was made by Member Molek, seconded by Member Cunningham, that this commission action item be approved. The motion carried by the following vote:

Aye: 13 - Commissioner Russell, Commissioner Krapf, Commissioner Mancino, Commissioner Molek, Commissioner Rosenthal, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Commissioner Hewitt, Commissioner Cunningham, Commissioner Calabresa, Vice-Chairman Pedersen and Chairman Rose

Absent: 1 - Commissioner Swanson

7. STAFF REPORTS

Ms. O'Connell stated that the Continuum of Care (CoC) is a group composed of homeless service provider agencies' leaders, which functions as a governance body over the CoC funds, determining funding for the homeless services system. Information was received that the sequestration will not impact the CoC funding for the contracts that are currently being formulated. All renewal contracts will be funded at 100%. As HUD has recently changed the requirement that Lake County administer these funds, PADS Lake County has requested permission to administer their CoC funds in house. As Lake County receives no administrative funds to provide this service and PADS has the capacity to properly handle this function, staff will consider transferring this responsibility to the agency. Should other agencies request this change, staff will consider them on a case-by-case basis. This information was presented to the CDC for transparency.

Ms. O'Connell said that the first Needs Hearing will occur during the May 22, 2013 CDC meeting. Currently, the CDC has a vacancy, which, once filled, will allow for a nomination to the Executive Committee (EC), which also has a vacancy. After that election, the EC will determine the new ARC memberships.

HUD monitored the County's 2011 ESG and CDBG programs during March. Staff will provide information on the monitoring once the results are received.

Chairman Rose commended the CD Executive Secretary, Laura Walley, on her efforts to enable the meetings to run smoothly.

Commissioner Molek thanked the County Board members of the CDC for helping to re-appoint him to the CDC.

8. ADJOURNMENT

A motion was made by Member Venturi, seconded by Member Pedersen, that the meeting be adjourned at 7:59 p.m. The motion carried unanimously.

Aye: 13 - Commissioner Russell, Commissioner Krapf, Commissioner Mancino, Commissioner Molek, Commissioner Rosenthal, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Commissioner Hewitt, Commissioner Cunningham, Commissioner Calabresa, Vice-Chairman Pedersen and Chairman Rose

Absent: 1 - Commissioner Swanson