



Lake County Illinois

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

Minutes Report Community Development Commission

Wednesday, January 23, 2013

7:00 PM

10th floor Assembly Room

Public Hearing #1 - 2013 Action Plan

1. **Roll Call**

Chairman Ray Rose called the meeting to order at 7:10 p.m.

2. **Approval of Minutes**

2.1

Approval of Minutes - October 24, 2012

A motion was made by Commissioner Venturi, seconded by Commissioner Pedersen, to approve the October 24, 2012 minutes. The motion carried by the following vote:

3. **Chair's Remarks**

4. **Public Comment (items not on agenda)**

5. **Old Business**

6. **New Business**

6.1

Approval of Draft 2013 Annual Action Plan

- In December, four Application Review Committees (ARC) met to review applications and make recommendations for funding.
- At the December 14, 2012 CDC Executive Committee meeting, the recommendations from each ARC were reviewed and combined into direction to develop the 2013 Annual Action Plan.
- The Draft document, as approved by the Executive Committee, needs to be approved by the full CDC as well.
- Upon approval of the draft, comments will be solicited for 30 days prior to final approval by the full Commission.
- The Draft document is available at:
<http://www.lakecountyil.gov/Planning/CommunityDevelopment/Pages/ActionPlan.aspx>

A motion was made by Commissioner Venturi, seconded by Commissioner Calabresa, to approve the Draft 2013 Annual Action Plan. The motion carried unanimously.

6.2

Public Hearing #1 on the 2013 Annual Action Plan

- HUD requires a 30-day comment period for the Annual Action Plan.
- The CDC will solicit comments from the public beginning with this Public Hearing and concluding with the second Public Hearing on February 27.
- All comments will be heard and a summary shall be included in the final 2013 Annual

Action Plan document.

This matter was presented.

6.3

Resolution approving an amendment to the 2009 U.S. Department of Housing and Urban Development (HUD) Annual Action Plan.

- The Lake County Residential Development Corporation (LCRDC) was contracted by the County to utilize HOME funds for the creation of a 111 unit senior rental housing development.
- The 2009 Annual Action Plan indicates that a total of 38 units should be designated as “HOME assisted”.
- “HOME assisted” is a designation that allows for the County to monitor long-term compliance with federal regulations.
- Pursuant to HOME regulations, a cost allocation was performed that determined the actual total of “HOME assisted” designated units should be three.
- The change in the designation does not impact the affordability or scope of the development, but, in accordance with the Lake County Citizen Participation Plan, does require an Action Plan amendment.
- The Community Development Commission reviewed this matter and recommends approval of the Action Plan amendment.

- The Lake County Residential Development Corporation (LCRDC) was contracted by the County to utilize HOME funds in the creation of a senior rental housing development.
- The 2009 Annual Action Plan designates a total of 38-units to be considered “HOME assisted” under the project.
- As the project closed out, County staff completed an actual allocation calculation per HOME requirements for the project and determined that the actual total of HOME-designated units should be three (3) in total.
- The change to the number of HOME-designated units does not impact the affordability of the actual development.
- The Lake County Citizen Participation Plan requires an Action Plan amendment when a substantial change to a project, such as the number of designated beneficiaries occurs.

A motion was made by Member Swartz, seconded by Member Calabresa, to approve the amendment to the 2009 Annual Action Plan. The motion carried unanimously.

6.4

Public Hearing Regarding the Proposed Amendment to the 2009 Annual Action Plan

- Lake County previously adopted the 2009 Annual Action Plan as part of the U.S. Department of Housing and Urban Development (HUD) Consolidated Plan requirements in March of 2009.
- The Community Development Division prepared an Amendment to the Action Plan to reflect the final allocation of County-designated HOME units in a development project governed by the 2009 Action Plan.
- On December 22, 2012, a Public Hearing Notice was distributed soliciting comments regarding the Amendment, requiring public comments to be received by the end of business of January 22, 2013.
- The Amendment was made available for review on the County’s website as of December 22, 2012, thereby commencing the required public-comment period per the Lake County Citizen Participation Plan.
- Public and Commissioner comments are sought and will be reviewed in reference to the proposed Amendment.

This matter was presented.

6.5

Joint resolution approving Community Development's Lien Subordination Policy.

- In March 2003, the CDC approved a "Lien Subordination Policy" to determine how and when Lake County should subordinate any liens it holds on properties.
- The current policy does not allow for subordination if the homeowner's monthly PI (Principal and Interest payment) increases, even if the terms are more favorable in the long term.
- The current policy does not specify that the new loan amount must be less than the current loan amount
- The current policy does not apply to the Lake County Affordable Housing Program or the Neighborhood Stabilization Program.
- Staff recommends that the Commission approve an amendment to the current policy as attached.

A motion was made by Member Venturi, seconded by Member Swartz, to approve the amendment to Lake County's Lien Subordination Policy. The motion carried by the following vote:

6.6

Resolution approving the Lake County Consortium Property Rehabilitation Standards (PRS).

- HUD regulations require that the County have written standards for rehabilitation that ensure that HUD-assisted housing is decent, safe, and sanitary.
- A 2011 HUD monitoring report found that the Lake County HOME Consortium was not applying these written standards for rehabilitation of HOME units; as a result of this finding, HUD provided the Consortium with technical assistance to develop the written rehabilitation standards.
- The Lake County PRS are designed to provide a standard framework for single-family housing (1-4 units) rehabilitation projects that are funded under the Lake County Consortium, for the HOME Program, CDBG, NSP, and the Lake County Affordable Housing Program; all funded entities and/or subrecipients receiving funds from the Consortium shall adopt and agree to abide by these standards.
- Staff recommends the approval of the Lake County Consortium Property Rehabilitation Standards for use in the County's affordable housing activities.

A motion was made by Member Venturi, seconded by Member Swartz, to approve the Lake County Consortium's Property Rehabilitation Standards. The motion carried by the following vote:

6.7

Resolution amending the Community Development Commission (CDC) By-laws.

- The CDC by-laws are periodically reviewed and amended based on recommendations from the CDC.
- At its January meeting, the CDC recommended three changes; one allows for two Commissioners to reside in the same municipality, another provides for alternates to be appointed by the County Board Chair, and the third reduces the third reduces the timeframe (from 7 days to 2 days) required of Commission members when unable to attend a meeting.

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

7. Staff Reports

7.1 Community Development Administrator's Report

8. Adjournment

A motion was made by Member Venturi, seconded by Member Molek to adjourn the meeting at 8:06 p.m. The motion carried by the following vote: