

Lake County Illinois

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



Meeting Minutes

Wednesday, January 23, 2013

7:00 PM

Public Hearing #1 - 2013 Action Plan

10th floor Assembly Room

Community Development Commission

1. Roll Call

Staff: Eric Waggoner, Dusty Powell, Brittany Sloan, Brenda O'Connell, Agnes Monton, Megan McKenna, Sarah Ciampi, Janel Gomez, and Laura Walley.

Guests: Kenneth Swanson, Gayle Olson, Tera Redinan, Sylvia Smith, John Gonzalez, Javier Ramon, Diane Thackston, Michelle Ramon, Bill Turner, Dave Ross, and Tom Meyer of COOL Ministries; Lisa Adelmund of Highland Park Community Day Care Center; Michael Smith of Rosalind Franklin University; John Hucker of the Village of Beach Park; Marcia McCutchan of RHMG; Allison Lourash of Lake County Center for Independent Living; Laura Ramirez of Mano a Mano; Mary Ellen Tamasy of Lake County Residential Development Corporation; Mary Ellen Saunders of ElderCARE @ Christ Church; Pete Schaefer of Northern Illinois Food Bank; Ken Magnus of the City of Park City; Ezell Robins of the City of Waukegan; and Pamela Jeffries of the City of North Chicago.

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

Present 11 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Hewitt, Commissioner Cunningham, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Mancino, Commissioner Lawlor, Commissioner Venturi and Commissioner Swartz

Absent 4 - Commissioner Russell, Commissioner Swanson, Commissioner Northern and Commissioner Rosenthal

2. Approval of Minutes

2.1 13-0088

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:

Aye: 10 - Pedersen, Calabresa, Hewitt, Cunningham, Commissioner Krapf, Commissioner Molek, Chair Rose, Lawlor, Commissioner Venturi and Commissioner Swartz

Abstain: 1 - Commissioner Mancino

Absent: 4 - Commissioner Russell, Commissioner Swanson, Commissioner Northern and Commissioner Rosenthal

3. Chair's Remarks

Chairman Rose announced that Mr. Joel Williams was no longer employed by Lake County and that Ms. Brenda O'Connell would serve as the Interim Community Development (CD) Administrator. He also said that Mr. Dusty Powell, Deputy Director of Planning & Development Services, would shortly retire. The Chairman congratulated Mr. Powell and thanked him for his many years of service to Lake County. The Chairman then introduced the Director of the Planning, Building & Development Department, Mr. Eric Waggoner.

4. Public Comment (items not on agenda)

There were no public comments.

5. Old Business

There was no old business.

6. New Business

6.1 13-0083

Approval of Draft 2013 Annual Action Plan

Chairman Rose had the CDC members and staff introduce themselves. Ms. O'Connell stated that approval of the Draft 2013 Annual Action Plan (Plan) would advance it to the Public Hearing, thereby opening the 30-day public comment period.

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

Aye: 11 - Pedersen, Calabresa, Hewitt, Cunningham, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Mancino, Lawlor, Commissioner Venturi and Commissioner Swartz

Absent: 4 - Commissioner Russell, Commissioner Swanson, Commissioner Northern and Commissioner Rosenthal

6.2 13-0084

Public Hearing #1 on the 2013 Annual Action Plan

Chairman Rose opened the Public Hearing at 7:18 p.m.

Ms. O'Connell said that written comment was received from COOL and that COOL representatives were in attendance to verbally submit their comments. Any written comments received during the comment period will be presented during the February 27, 2013 Public Hearing. All comments will be included within the Plan.

Mr. Michael Smith, of Rosalind Franklin University Health System, stated that he works with the Care Coach, which serves all of Lake County. Medical personnel stop at twenty-two locations throughout the County to provide health screenings and sports physicals to the residents. He thanked the CDC for the positive funding recommendation.

Ms. Laura Ramirez, of Mano a Mano, informed the CDC that the agency had assisted more than 4,300 clients move toward self-sufficiency during the past year. She thanked the CDC for recommending her agency's Information and Referral Program for funding and then provided information on the program's services and client base.

Ms. Lisa Adelman, of Highland Park Community Nursery School and Day Care Center, asked for funding reconsideration. Most of the agency's clients live in Highwood and require affordable child care services to allow them to be gainfully employed. She acknowledged that the limited available funds made the decision-making process very difficult, restated her request for reconsideration of the current application and asked for

consideration for future submissions.

Mr. Kenneth Swanson, of COOL Ministries, asked for funding reconsideration for COOL's food pantry program. He requested those in attendance to show support for the agency to please rise, whereby approximately a dozen people stood.

Ms. Diane Thackston, of COOL Ministries, said that Northern Illinois Food Bank (NIFB) had received the only funding recommendation for basic food and nutrition needs. While COOL appreciated its partnership with NIFB, her agency still needed to purchase food through NIFB. Further, there were many items on NIFB's inventory that do not provide healthy meals, as evidenced on the distributed handout. Many thousands of people access COOL's two pantries at a cost of \$3,000 - \$5,000 each month, most of which was spent at NIFB. Therefore, she offered, a grant to COOL would benefit both agencies. Ms. Thackston asked that the CDC reconsider COOL's funding request.

Mr. Pete Schaefer, of NIFB, spoke of the area's hungry children and the increased need throughout Lake County. NIFB worked with 65 network partners, at 80 sites, to provide over 5,000,000 meals last year. The proposed funds would be utilized to supply 7 partner agencies' pantries, with the amount for each based on the number of clients they serve. He agreed with Ms. Thackston that roughly half of NIFB's items do incur a service fee, with the rest provided free of charge. He also agreed that NIFB needs to provide more free healthful items. Mr. Schaefer thanked the CDC for the funding recommendation.

Ms. Mary Ellen Saunders, of ElderCARE @ Christ Church, thanked Lake County and the City of Waukegan for the agency's initial funding recommendation. The funds will be used to provide transportation to senior citizens for their medical appointments, thereby allowing them to remain in their homes. Brochures and copies of the agency's 2012 Care Receiver Evaluation Summary were distributed.

Ms. O'Connell informed the CDC that there was an error on the recommendation chart for the Village of Island Lake, which will be corrected prior to submission to HUD. Island Lake's funding recommendation should be listed in the amount of \$69,360, not \$81,600.

Mayor John Hucker, of the Village of Beach Park, appealed for a reconsideration of the Village's Public Infrastructure (PI) project, which was not recommended for funding. He said that Beach Park had come to rely on CDBG funding to help improve its infrastructure. He then introduced Ms. McCutchan, the engineer for the proposed project.

Ms. Marcia McCutchan, of RHMG Engineers, presented supplemental information that she felt would have increased Beach Park's application review score, which fell 2.5 points below the PI funding cut-off point. Ms. McCutchan said that supportive documentation will be submitted and she thanked the CDC for its consideration.

Chairman Rose said that written comments would be accepted during the thirty-day comment period and all information will be considered. He explained that a lot of

thought, consideration, and effort went into the funding recommendations, which were made more difficult due to the limited funding available. The Chairman thanked the membership for their time and efforts on behalf of the citizens of Lake County.

As there was no response to further requests for comments, Chairman Rose closed the Public Hearing at 7:41 p.m.

This matter was presented.

6.3 13-0082

Approval of Amendment to the 2009 Annual Action Plan

Ms. Sarah Ciampi explained the need for an amendment to the 2009 Annual Action Plan (Plan) pertaining to the number of HOME-assisted units at Lake County Residential Development Corporation's (LCRDC) Victory Centre of Vernon Hills Senior Apartments (Centre). As part of the project's HUD-required closeout procedures, a cost allocation review was performed, which indicated that three units were required to be designated as HOME assisted. The Plan stated that thirty-eight units, as proposed within LCRDC's application, were to be HOME assisted, but no calculations had been performed to arrive at that figure. The change in the number of Lake County-designated HOME units would not affect the development's affordability nor would it affect the tenants to be served. This would simply amend the official designation of the number of HOME units upon which the County must report within the federal reporting system. This constitutes a substantial change to a project, thereby requiring an amendment to the Plan.

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.

Aye: 11 - Pedersen, Calabresa, Hewitt, Cunningham, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Mancino, Lawlor, Commissioner Venturi and Commissioner Swartz

Absent: 4 - Commissioner Russell, Commissioner Swanson, Commissioner Northern and Commissioner Rosenthal

6.4 13-0081

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

Chairman Rose opened the Public Hearing at 7:44 p.m.

Ms. Mary Ellen Tamasy, of LCRDC, thanked those that attended the Centre's Grand Opening and invited those present to tour the 111-unit development, which is currently at 99% occupancy. She added that the community was most pleased with the facility.

As there were no further comments, Chairman Rose closed the Public Hearing at 7:45 p.m.

Ms. Ciampi stated that the thirty-day comment period, which began with a Public Hearing Notice distribution on December 22, 2012, had elapsed. The amendment will advance through the committees, with final approval to be received from the County Board prior to

submission to HUD. Thereafter, the project will be closed out in the federal system.

This matter was presented.

6.5 13-0078

Approval of proposed amendment to Lien Subordination Policy.

Ms. Megan McKenna explained the proposed changes to the County's Lien Subordination Policy, which would apply to the HOME, Lake County Affordable Housing, and Neighborhood Stabilization programs. One proposed change would allow staff discretion pertaining to the current policy's requirement that any first-mortgage refinance must reduce the homeowner's monthly principal and interest (P & I) payment. Due to current interest rates, there have been recent requests to refinance to a lower rate along with a reduction in the loan term. While reducing the mortgage term from thirty years to ten or fifteen years would be highly beneficial to the homeowner, staff had to deny these requests, as the monthly P & I would have increased slightly. Additionally, homeowners refinancing from an adjustable rate to a fixed rate mortgage might realize a slight increase in their P & I. Another proposed change would require that the new loan amount must be less than the current loan amount.

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:

Aye: 11 - Pedersen, Calabresa, Hewitt, Cunningham, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Mancino, Lawlor, Commissioner Venturi and Commissioner Swartz

Absent: 4 - Commissioner Russell, Commissioner Swanson, Commissioner Northern and Commissioner Rosenthal

6.6 13-0080

Approval of proposed Lake County Consortium Property Rehabilitation Standards (PRS)

Ms. McKenna said that HUD requires each jurisdiction to have written standards for rehabilitation to ensure that HUD-assisted housing is decent, safe, and sanitary. During a 2011 monitoring, HUD found that the Lake County HOME Consortium (Consortium) had no written standards, so it provided technical assistance to help develop the required standards. The Lake County Consortium Property Rehabilitation Standards (PRS) document provides a framework for single-family housing rehabilitation projects funded under the Consortium, for the HOME, CDBG, NSP, and the Lake County Affordable Housing Programs. Entities receiving Consortium funds must adopt and follow the PRS.

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:

Aye: 11 - Pedersen, Calabresa, Hewitt, Cunningham, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Mancino, Lawlor, Commissioner Venturi and Commissioner Swartz

Absent: 4 - Commissioner Russell, Commissioner Swanson, Commissioner Northern and Commissioner Rosenthal

6.7 13-0085

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

The proposed amendments to the CDC Commission By-laws were discussed. The first change would allow the County Board Chairman to appoint up to two members from the same municipality, rather than the one member that is currently allowed. This change was requested in order to increase the candidate pool. The second change proposed would require that the County Board Chairman appoint CDC alternates, not the members.

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:

Aye: 11 - Pedersen, Calabresa, Hewitt, Cunningham, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Mancino, Lawlor, Commissioner Venturi and Commissioner Swartz

Absent: 4 - Commissioner Russell, Commissioner Swanson, Commissioner Northern and Commissioner Rosenthal

7. Staff Reports

There was no Administrator's Report.

7.1 Community Development Administrator's Report

Commissioner Lawlor stated that this meeting was his last as a voting member of the CDC. He will serve as an ex-officio member, as he recently became the County Board Chairman. He expressed his appreciation for the services provided by all of the agencies who applied for funding, adding that while all of the applications were worthy, funds are very limited.

Commissioner Krapf expressed his displeasure over the Village of Beach Park not receiving a positive funding recommendation. Discussion ensued.

Commissioner Molek thanked the audience for their commitment to the County's citizens.

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:

Aye: 11 - Pedersen, Calabresa, Hewitt, Cunningham, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Mancino, Lawlor, Commissioner Venturi and Commissioner Swartz

Absent: 4 - Commissioner Russell, Commissioner Swanson, Commissioner Northern and Commissioner Rosenthal