

Lake County Illinois

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



Meeting Minutes

Wednesday, June 26, 2013

7:00 PM

**2nd Floor Conference Room - Central Permit Facility, 500 W.
Winchester, Libertyville**

Community Development Commission

1. ROLL CALL

Chairman Rose called the Community Development Commission (CDC) meeting to order at 7:08 p.m.

Aaron Lawlor and Steve Carlson, ex-officio members, were present.

Staff: Eric Waggoner, Brittany Sloan, Brenda O'Connell, Agnes Monton, Sarah Ciampi, Jordan Bartle, Matthew Rejc, and Laura Walley.

Guests: Beverlyn McDonald of the Small Business Administration – Office of Disaster Assistance; Bob Palmer of the Lake County Coalition for the Homeless; Ezell Robins of the City of Waukegan; and Pamela Jeffries of the City of North Chicago.

Present 10 - Commissioner Russell, Commissioner Molek, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Commissioner Hewitt, Commissioner Cunningham, Commissioner Calabresa, Commissioner Swanson and Chairman Rose

Absent 3 - Commissioner Krampf, Vice-Chairman Pedersen and Commissioner Rosenthal

2. APPROVAL OF MINUTES

Due to technical difficulties, there were no minutes to approve.

3. CHAIR'S REMARKS

The Chair had no remarks.

4. PUBLIC COMMENTS (items not on the agenda)

Ms. Beverlyn McDonald of the U. S. Small Business Administration (SBA) – Office of Disaster Assistance (ODA) advised the audience of the programs available through her office. For a federally-declared disaster, if a survivor's insurance and FEMA funds do not cover the household's total loss, the SBA-ODA could supply a low-interest loan, if the proper procedures were followed. Ms. McDonald advised those present of the steps to follow and provided handouts on that information, as well as contact information. She said that these funds are also available to business owners.

5. OLD BUSINESS

There was no old business.

6. NEW BUSINESS

6.1

Joint resolution amending the 2013 U.S. Department of Housing and Urban Development (HUD) Annual Action Plan.

Attachments: [Summary of Changes to Action Plan- June 2013](#)

Ms. O'Connell said that, due to HUD finally announcing 2013 allocation amounts, adjustments to the Action Plan were made, following the directions given by the Application Review Committees (ARC) during their December 2012 meetings. While funding was cut for the Emergency Solutions Grant (ESG) program, there was an increase

in the Community Development Block Grant (CDBG) funding. During the ARC meetings held earlier in the month, the changes in award amounts were presented and discussed within the relevant groups. All of the project descriptions that had changes were contained within the agenda packet. There was an additional project, which pertained to hiring a consultant to complete the Analysis of Impediment to Fair Housing Choice Report (AI). Ms. O'Connell explained the reasons that additional work was needed on the AI, which included the need to report on all federally-protected classes, not just race and ethnicity. In order to move forward with the process of preparing the new 5-year Consolidated Plan, a comprehensive assessment of housing issues was needed. The AI should include precise recommendations, with measurable indicators, for practical actions that the County has the resources to implement. She then listed other AI "best practices" that were left out of the County's draft report, as compiled by another firm, which would be included within the final document. By hiring the new consultant, Lake County has worked toward obtaining a quality report. Upon question, Ms. O'Connell said that she had spoken with the consultant, who would work with stakeholders provided by CD to ensure that the Lake County Housing Action Coalition's requests (see Public Hearing comments below) were acted upon.

There was a discussion on the request from the Lake County Coalition for the Homeless (see Public Hearing comments below) to utilize CDBG Public Service funds for the ESG program. It was noted that contingency plans were stipulated by the responsible ARC, to distribute any additional funds or to reduce any awards, should the actual federal allocation differ from the estimate upon which the funding recommendations were based. Concern was expressed that honoring this request would set a precedent and would affect the application process by blurring the lines between the different programs and their funds.

A motion was made by Commissioner Venturi, seconded by Commissioner Cunningham, to approve the Amendment to the 2013 Annual Action Plan. The motion carried by the following vote:

Aye: 11 - Commissioner Russell, Mancino, Commissioner Molek, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Commissioner Hewitt, Commissioner Cunningham, Commissioner Calabresa, Commissioner Swanson and Chairman Rose

Absent: 3 - Commissioner Krapf, Vice-Chairman Pedersen and Commissioner Rosenthal

Not Present: 1 - Armstrong

6.2

Public Hearing to Amend the 2013 Annual Action Plan

Mr. Bob Palmer, of the Lake County Coalition for the Homeless (Coalition), requested that the ESG funding cut of \$29,010 be replaced with CDBG funds, so that the initial recommended awards for the ESG providers not be reduced by 15%. He explained that

the reduced awards would affect the 6 public agencies that provide shelter for homeless individuals and families. The funds are mainly used to provide for case management services for their clients, to help them move out of homelessness. Mr. Palmer then spoke about the Coalition and the services provided by its member agencies.

Ms. O'Connell read a letter, concerning the AI completion project addition to the Action Plan, from the Lake County Housing Action Coalition (LCHAC) into the record. LCHAC requested consultation with a broad base of stakeholders to ensure meaningful AI input and that at least a two-week review period be provided for comments on the draft AI, prior to a public hearing. This would allow for careful consideration by the community and by the CDC, prior to completing the final document. LCHAC also suggested that, once the AI was finalized, continued stakeholder involvement would be necessary to formulate a fair housing action plan that would affirmatively further fair housing throughout the County. The letter, composed by Ms. Betsy Lassar, is contained within the agenda binder.

As there were no further comments, the Public Hearing was closed at 7:31 p.m.

The motion was made by Commissioner Venturi, seconded by Commissioner Cunningham, to open the Public Hearing at 7:24 p.m. The motion carried by the following vote:

Aye: 11 - Commissioner Russell, Mancino, Commissioner Molek, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Commissioner Hewitt, Commissioner Cunningham, Commissioner Calabresa, Commissioner Swanson and Chairman Rose

Absent: 3 - Commissioner Krapf, Vice-Chairman Pedersen and Commissioner Rosenthal

Not Present: 1 - Armstrong

7. STAFF REPORTS

Ms. O'Connell introduced CD's new Affordable Housing Planner, Jordan Bartle, who will work with the Neighborhood Stabilization Program, along with other projects. She also introduced CD's intern, Matt Rejc, a student at the University of Illinois. He will assist with several projects over the summer.

Ms. O'Connell announced that the application process for the HOME and Lake County Affordable Housing programs had begun with a training workshop. The application materials were posted on the County's website. She added that a survey would be sent to the CDC, inquiring about each member's availability for meeting earlier during the month. By meeting on the fourth Wednesday each month, occasionally the CDC meeting occurred too late in the month to have items advanced through the approval process by the next Board meeting, especially when there were holidays or national conferences that caused Board committee meeting cancellations.

The staff report was presented.

8. ADJOURNMENT

A motion was made by Commissioner Molek, seconded by Commissioner Hewitt, that the meeting be adjourned at 7:45 p.m. The motion passed by the following vote:

Aye: 11 - Commissioner Russell, Mancino, Commissioner Molek, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Commissioner Hewitt, Commissioner Cunningham, Commissioner Calabresa, Commissioner Swanson and Chairman Rose

Absent: 3 - Commissioner Krapf, Vice-Chairman Pedersen and Commissioner Rosenthal

Not Present: 1 - Armstrong