

DRAFT MINUTES

COMMUNITY DEVELOPMENT COMMISSION

Wednesday, March 28, 2012
7:00 p.m.
County Administration Building
10th Floor Assembly Room

1.0 Roll Call

Mr. Joel Williams called the meeting of the Community Development Commission (CDC) to order at 7:09 p.m. with the following members present:

<u>X</u> Carol Calabresa	<u>E</u> David Northern
<u>X</u> Mary Cunningham	<u>E</u> Linda Pedersen
<u>E</u> Cheri Ditzig (Vice-Chairman)	<u>E</u> Ray Rose (Chairman)
<u>E</u> Diane Hewitt	<u>X</u> Burnell Russell
<u>X</u> Leonard Krapf	<u>--</u> David Stolman (ex-officio)
<u>X</u> Aaron Lawlor	<u>E</u> Glenn Swanson
<u>E</u> Joe Mancino	<u>X</u> Janet Swartz
<u>X</u> Karl Molek	<u>X</u> Daniel Venturi

Staff: Joel Williams, Vern Witkowski, Agnes Monton, Megan McKenna, and Laura Walley.

Guests: There were no members of the public present.

Mr. Williams stated that, due to the absence of the Chairman and the Vice-Chairman, a Chairman pro tem would need to be appointed to chair the meeting.

Motion: To appoint Mr. Daniel Venturi as Chairman pro tem.

Motion Made By: Burnell Russell

Motion 2nd By: Carol Calabresa

Motion approved.

2.0 Approval of Minutes

2.1 Approval of Minutes

Motion: To approve the February 22, 2012 minutes.

Motion Made By: Mary Cunningham

Motion 2nd By: Lenny Krapf

Motion approved.

3.0 Chair's Remarks

Chairman pro tem Venturi had no remarks.

4.0 Public Comment

There were no public comments.

5.0 Old Business

There was no old business.

6.0 New Business

6.1 Public Hearing on Oak Hill SLF – Round Lake Beach LP Project Cancellation

Mr. Joel Williams reminded the CDC of the Round Lake Beach Oak Hill SLF project, which had been conditionally awarded a PY2011 HOME grant, based on estimated federal funding. The County's actual HOME allocation proved insufficient. The developer was informed of this situation and was able to fund the project without the County's assistance. During the March meeting, the CDC approved the formal cancellation of this project. The required thirty-day comment period has since elapsed and tonight's public hearing will complete the substantial amendment process.

Chairman pro tem Venturi opened the Public Hearing at 7:13 p.m.

As there were no members of the public present, there were no comments.

Chairman pro tem Venturi closed the Public Hearing at 7:13 p.m.

6.2 Public Hearing on Substantial Amendment to the 2010 – 2014 Consolidated Plan – Addition of Tenant Based Rental Assistance as an eligible activity

Mr. Williams stated that, in response to public comment and subsequent research, the CDC had decided to consider adding Tenant Based Rental Assistance (TBRA) as an eligible HOME activity within the current Consolidated Plan (Plan). The Lake County Housing Action Coalition and the Lake County Coalition for the Homeless each sent a written comment in favor of the proposed Plan change. Tonight's public hearing would conclude the 30-day comment period for the substantial amendment.

Chairman pro tem Venturi opened the Public Hearing at 7:15 p.m.

There were no members of the public present.

Chairman pro tem Venturi closed the Public Hearing at 7:15 p.m.

Upon request, Mr. Williams explained TBRA is a rent subsidy that follows the tenant, rather than a subsidy assigned to a particular housing unit. The amendment proposes to use TBRA to help pay a household's security deposit.

6.3 Approval of Substantial Amendment to the 2010 – 2014 Consolidated Plan – Addition of Tenant Based Rental Assistance as an eligible activity

Mr. Williams said that a motion was needed to approve the amendment, which would then allow future submission of funding applications for this purpose. He added that the Affordable Housing Application Review Committee (ARC) had met on March 26th to discuss possible uses of the Lake County Affordable Housing Program (LCAHP) funds. During that meeting, TBRA was discussed as a potential use of LCAHP funds, thereby allowing more flexibility as federal regulations do not apply to the County's program. Commissioner Molek said that using TBRA for

security deposits, rather than rent payments, would be easier to administer. He asked if it would be allowable to have the Affordable Housing Corporation (AHC) administer a TBRA project. Mr. Williams offered an overview of the HOME requirements which would apply to that situation. Further discussion ensued.

Motion: To approve the Substantial Amendment to the 2010 – 2014 Consolidated Plan to allow Tenant Based Rental Assistance as an eligible activity.

Motion Made By: Carol Calabresa

Motion 2nd By: Janet Swartz

Motion approved.

6.4 Approval of proposed amendment to Lien Subordination Policy

Mr. Williams explained Lake County's current Lien Subordination policy (Policy), which delineates the requirements for granting subordination approval on any of its affordable housing loans. These requirements, mainly designed to protect homeowners from predatory lending practices, include an appraisal requirement. Many mortgage lenders offer their current customers streamlined refinances, which speed the process and lower the cost of refinancing through reduced requirements, one of which is the omission of an appraisal. A Policy amendment is proposed to remove the County's appraisal requirement for cases where a superior lender approves a streamlined refinance on a property with a County affordable housing lien. All other Policy requirements would remain unchanged.

Motion: To approve the proposed amendment to the Lien Subordination Policy.

Motion Made By: Janet Swartz

Motion 2nd By: Carol Calabresa

Motion approved.

6.5 Substantial Amendment Request – Round Lake Heights Infrastructure projects C1117 & C12##

Mr. Vern Witkowski said that Round Lake Heights requested changes in their 2011 and 2012 Public Infrastructure projects from watermain improvement to roadway improvement projects, due to decreased CDBG funding awards. The projects would remain within the same census tract block group, thereby benefitting the same number of people. Staff requested conditional approval of this request, which would advance it to publication and a thirty-day comment period. If no critical comments were received, then the approval would become official. If adverse comments were received, the request would return to the CDC at its May meeting, as the thirty-day comment period would expire after the April meeting. A discussion about communities changing the focus of their projects ensued.

Motion: To approve the Village of Round Lake Heights' Substantial Amendment request for changes in its 2011 & 2012 Public Infrastructure projects.

Motion Made By: Mary Cunningham

Motion 2nd By: Aaron Lawlor

Motion approved.

7.0 Staff Reports

7.1 Community Development Administrator's Report

Mr. Williams said that the Affordable Housing ARC had recently directed staff to perform research, with the results presented at the earliest-possible CDC meeting. Once the resultant information is considered, the LCAHP application can be finalized. Mr. Williams announced the resignations of Mr. Peter Duggan and Mr. Jonathan Burch, adding that the vacant positions will be filled in the near future. The Homeless Assistance ARC met earlier in the week to consider the effects of the HEARTH Act regulations. Mr. Williams hoped to have a proposal for approval ready for the April meeting. He reminded the CDC that all members must pass the Open Meetings Act training and said he would contact them shortly for verification.

8.0 Adjournment

Motion: To adjourn the meeting at 7:39 p.m.

Motion Made By: Karl Molek

Motion 2nd By: Mary Cunningham

Motion approved.