

Lake County Illinois

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



Minutes Report - Draft

Wednesday, July 27, 2011

7:00 PM

10th floor Assembly Room

Community Development Commission

1. Roll Call

Staff: Joel Williams & Laura Walley

- Present** 10 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Hewitt, Vice-Chairman Ditzig, Commissioner Krapf, Commissioner Russell, Commissioner Swanson, Commissioner Mancino, Commissioner Venturi and Commissioner Swartz
- Absent** 2 - Commissioner Molek and Commissioner Northern
- Excused** 3 - Commissioner Cunningham, Chair Rose and Commissioner Lawlor

2. Approval of Minutes

2.1 11-0767

Approval of Minutes - June 22, 2011

Attachments: [6.22.11 Minutes](#)

A motion was made by Member Swanson, seconded by Member Krapf, that the June 22, 2011 minutes be approved. Motion carried unanimously.

Aye: 8 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Hewitt, Vice-Chairman Ditzig, Commissioner Krapf, Commissioner Russell, Commissioner Swanson and Commissioner Venturi

Abstain: 2 - Commissioner Mancino and Commissioner Swartz

3. Chair's Remarks

Vice-Chairman Ditzig and the CDC welcomed the recently appointed Janet Swartz, who informed the Commission of her background in housing. The CDC members and staff introduced themselves.

Present 11 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Hewitt, Vice-Chairman Ditzig, Commissioner Krapf, Commissioner Molek, Commissioner Russell, Commissioner Swanson, Commissioner Mancino, Commissioner Venturi and Commissioner Swartz

Absent 1 - Commissioner Northern

Excused 3 - Commissioner Cunningham, Chair Rose and Commissioner Lawlor

4. Public Comment (items not on the agenda)

There were no public comments.

5. Old Business

There was no old business.

6. New Business

6.1 11-0762

Public Hearing regarding the 2010 CAPER

- The Community Development Division created a Consolidated Annual Performance & Evaluation Report (CAPER) for the period of May 1, 2010 through April 30, 2011.
- On July 9, a Public Hearing Notice was distributed soliciting comments on the CAPER.
- On July 12, copies of the CAPER were made available on the County's website which began the required 15-day comment period.

- Tonight's Public Hearing will be the end of the public comment period, and the approved CAPER will then be sent to HUD.
- The complete CAPER is available at:
www.lakecountyil.gov/planning/communitydevelopment/caper.htm
- Public and Commissioner comments are sought and will be included in the final version of the CAPER.

Mr. Joel Williams stated that the Consolidated Annual Performance & Evaluation Report (CAPER) provides information about the County's community development grants for the period of May 1, 2010 through April 30, 2011. A notice was distributed requesting comments on the document. The CAPER was available on the County's website since July 12th, which started the 15-day comment period. Public and CDC comments will be included within the CAPER. To date, no written comments have been received. Tonight's Public Hearing will end the comment period and, once approved, the CAPER will be submitted to HUD. No members of the public were present to offer any comments.

Vice-Chairman Ditzig opened the Public Hearing at 7:13 pm and closed it at 7:14 pm.

6.2 11-0763

Approval of 2010 CAPER

- Approval of the 2010 Consolidated Annual Performance & Evaluation Report (CAPER) is required prior to submission to HUD.
- The complete CAPER is available at:
www.lakecountyil.gov/planning/communitydevelopment/caper.htm

A motion was made by Member Hewitt, seconded by Member Venturi, that the 2010 CAPER be approved and submitted to HUD. Motion carried unanimously.

Aye: 10 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Hewitt, Vice-Chairman Ditzig, Commissioner Krapf, Commissioner Molek, Commissioner Russell, Commissioner Swanson, Commissioner Mancino and Commissioner Venturi

6.3 11-0764

Approval of Community Development Commission Vision Statement

- The CDC has been working since last July towards developing a strategic vision and plan for itself.
- At its June 2011 Meeting, a discussion was facilitated to develop a Vision Statement for the CDC.
- Staff took the information provided at that meeting and developed the attached Vision Statement for which approval is sought.

Attachments: [CDC Vision Statement - FINAL](#)

At its June meeting, the basic composition of the CDC's Vision Statement was determined. The Commission was provided with the following for formal approval:

We envision Lake County as a place, unified by diversity, where residents of all income levels have the opportunity to live, work and thrive by building successful partnerships with local governments, service providers, developers and fellow residents.

This Vision Statement, once approved, will be published on the County's website and will be included in other materials. The Statement will be used to guide the CDC in its future decision-making processes.

A motion was made by Member Venturi, seconded by Member Pedersen, that the CDC Vision Statement be approved. Motion carried unanimously.

Aye: 11 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Hewitt, Vice-Chairman Ditzig, Commissioner Krapf, Commissioner Molek, Commissioner Russell, Commissioner Swanson, Commissioner Mancino, Commissioner Venturi and Commissioner Swartz

6.4 11-0765

Application Review Committee Update and Discussion

- The CDC's standing Application Review Committees (ARC's) are meeting to discuss the 2012 Application Process.
- There will be a presentation on the ARC's work to the full CDC.

To date, two of four Application Review Committees (ARC's) have met to discuss the 2012 application and review process. The remaining ARC's will meet shortly. Mr. Williams presented of the results of the Public Services and the Homeless meetings, which included language clarification and outcomes refinement within the application materials. A discussion on outcomes refinement ensued. Once the other ARC's meet and the applications are altered, they will be presented for approval during the CDC's August meeting.

The matter was presented.

7. Staff Reports

7.1 11-0766

Community Development Administrator's Report

Attachments: [7.22.11 - Schedule Update](#)

Mr. Williams said that news from HUD was not optimistic. The debt/deficit talks continue without resolution. While funding cuts are expected, it is uncertain which programs will be affected, and to what extent. Staff will keep the CDC updated as the talks progress.

HUD field representatives are currently on site reviewing CD's records. The representative that reviewed the Neighborhood Stabilization Program (NSP) provided a very positive exit interview earlier today. In the near future, Mr. Williams added, CDC members should expect to receive invitations to the ribbon cutting for Gabriel's Corner, LCRDC's NSP rental rehabilitation project, which was funded with the County's required set-aside for very low income citizens. According to Mr. Williams, HUD was very pleased with this project. The exit conference for HUD's review of the County's HOME program will occur tomorrow, July 28th. Once the written review is received, the CDC will be provided with the results. He then went over the updated schedule that was provided within the agenda packet, reminding the CDC that the Needs Public Hearing will be held during the regular August meeting.

The report was presented.

8. Adjournment

Vice-Chairman Ditzig adjourned the meeting at 7:33 pm.