

# Lake County Illinois

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



## Minutes Report - Final

Wednesday, June 27, 2012

7:00 PM

Central Permit Facility - 500 W. Winchester Road, Libertyville

**Community Development Commission**

1. Roll Call

*Staff: Joel Williams, Sarah Ciampi, Janel Gomez and Brenda O'Connell*

*Guests: Mary Ellen Tamasy of the Lake County Residential Development Corporation*

**Chairman Rose called the Community Development Commission (CDC) meeting to order at 7:20 p.m.**

**Present** 11 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Hewitt, Commissioner Cunningham, Vice Chair Ditzig, Chair Rose, Commissioner Swanson, Commissioner Lawlor, Commissioner Northern, Commissioner Venturi and Commissioner Swartz

**Excused** 5 - Commissioner Krapf, Commissioner Molek, Commissioner Russell, Commissioner Mancino and Commissioner Stolman

2. Approval of Minutes

2.1 [12-0782](#)

Approval of Minutes - May 23, 2012

**Attachments:** [5.23.12 Minutes](#)

**A motion was made by Commissioner Venturi, seconded by Commissioner Swartz, that the minutes be approved. Motion carried by voice vote.**

**Aye:** 11 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Hewitt, Commissioner Cunningham, Vice Chair Ditzig, Chair Rose, Commissioner Swanson, Commissioner Lawlor, Commissioner Northern, Commissioner Venturi and Commissioner Swartz

3. Chair's Remarks

*Chairman Rose turned over this section to Mr. Joel Williams, who introduced the new Community Development (CD) staff members, Ms. Janel Gomez and Ms. Brenda O'Connell. Ms. Gomez is the new Community Development Block Grant (CDBG) planner, who will be handling the Public Infrastructure (PI) projects, while Ms. O'Connell will be in charge of the Homeless Information Management System (HMIS). They each gave a brief synopsis of their work backgrounds. Chairman Rose extended the CDC's and Lake County's welcome.*

4. Public Comment (items not on the agenda)

*Ms. Mary Ellen Tamasy, of LCRDC, offered a personal invitation to the CDC membership to the June 28th grand opening of Victory Centre of Vernon Hills, which received 2010 HOME funding.*

5. Old Business

*There was no old business.*

6. New Business

6.1 [12-0762](#)

Election of Community Development Commission Vice Chair

- Due to the resignation of Cheri Ditzig, there exists a vacancy for the CDC Vice Chair.
- Nominations will be solicited for the Vice Chair, and a vote will be taken.
- The Vice Chair shall take office immediately, and will also become a member of the

Executive Committee.

*Chairman Rose stated that, as Vice-Chairman Cheri Ditzig had resigned her position, an election was required. Mr. Williams described the duties of the Vice-Chairman, which include membership in the Executive Committee (EC), and then requested nominations.*

*After the nomination, Mr. Williams informed the CDC that since Commissioner Pedersen is already a member of the EC, an additional EC member will need to be elected during the next CDC meeting. The new EC member must be a mayor or a township supervisor per CDC bylaws.*

**A motion was made by Member Calabresa, seconded by Member Venturi, that Commissioner Pedersen be appointed to Vice-Chairman for the Commission. Motion carried by voice vote.**

**Aye:** 11 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Hewitt, Commissioner Cunningham, Vice Chair Ditzig, Chair Rose, Commissioner Swanson, Commissioner Lawlor, Commissioner Northern, Commissioner Venturi and Commissioner Swartz

## 6.2 [12-0761](#)

Change in Project - Village of Round Lake Beach 2011 CDBG

- In accordance with the Citizen Participation Plan and subrecipient agreement, the Village of Round Lake Beach is requesting a change in project for its 2011 CDBG award.
- The Village's project was to be partially funded through a low-interest loan from the Illinois Environmental Protection Agency (IEPA); however, that funding has been delayed until late 2013, rendering the project infeasible due to lack of leveraged funds.
- The Village is therefore requesting to move the project a few blocks away, where costs will be lower to complete the project.
- The project's intent, beneficiaries, and end result will not change, and scoring would remain the same under the 2011 CDBG scoring criteria.
- Staff seeks approval of this change in project.

*Mr. Williams said that, due to a delay in funding from the Illinois Environmental Protection Agency, Round Lake Beach's original 2011 project cannot proceed. The Village proposed changing the project to a location a few blocks away from the original site, where total costs would be lower. Staff studied all aspects of the proposal and recommended approval.*

**A motion was made by Commissioner Venturi, seconded by Commissioner Hewitt, that the Round Lake Beach request for a chance in its 2011 CDBG project be approved. Motion carried by voice vote.**

**Aye:** 11 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Hewitt, Commissioner Cunningham, Vice Chair Ditzig, Chair Rose, Commissioner Swanson, Commissioner Lawlor, Commissioner Northern, Commissioner Venturi and Commissioner Swartz

## 6.3 [12-0722](#)

Approval of Written Rehabilitation Standards for HOME Program

- HUD requires that each HOME Participating Jurisdiction maintain written rehabilitation standards for all HOME funded rehabilitation projects.
- The previous policy of Lake County to defer to local code for such projects.
- At a recent HOME monitoring, HUD declared that the previous policy was insufficient.

- HUD provided technical assistance through Dennison Associates, which assisted staff to develop the attached written rehabilitation standards.
- Program partners and grantees were consulted throughout the development.
- Staff seeks approval of the written rehabilitation standards.

**Attachments:** [Rehabilitation Construction Standards - DRAFT 6.27.12](#)

*Mr. Williams said that HUD had recently directed Lake County to create comprehensive rehabilitation standards for HOME-funded projects, as it was no longer acceptable to defer to local codes. A HUD-contracted technical assistance provider helped CD to develop the proposed standards, which will provide a framework to assure that all rehabilitation projects meet the same standards. CD worked with grantees and the municipalities throughout this process. In answer to a question, Mr. Williams stated that if a difference existed between a municipal code and the County's new standards, the stricter requirement must always be met.*

**A motion was made by Commissioner Calabresa, seconded by Commissioner Cunningham, that the HOME written rehab standards be approved. Motion carried by voice vote.**

**Aye:** 11 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Hewitt, Commissioner Cunningham, Vice Chair Ditzig, Chair Rose, Commissioner Swanson, Commissioner Lawlor, Commissioner Northern, Commissioner Venturi and Commissioner Swartz

#### 6.4 [12-0760](#)

Approval of Lake County Affordable Housing Program (AHP) Funding Recommendations

- The Affordable Housing Application Review Committee (ARC) met to review the applications for the Lake County AHP just prior to the CDC meeting on Wednesday.
- The ARC developed funding recommendations, which will be shared at the time of the meeting.
- Members of the ARC will discuss their process and recommendations.
- Approval of the funding recommendations is sought.

*Mr. Williams informed the CDC that the Affordable Housing Application Review Committee (ARC) had met earlier in the day to develop the AHP funding recommendations. He distributed a recommendation chart while thanking the ARC members and CD housing staff for their contributions in this matter. Mr. Williams then presented an overview of the ARC review that determined these recommendations. A discussion about the funding decision process ensued.*

**A motion was made by Commissioner Venturi, seconded by Commissioner Cunningham, that the AHP recommendations be approved and forwarded to the County Board. Motion carried by voice vote.**

**Aye:** 11 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Hewitt, Commissioner Cunningham, Vice Chair Ditzig, Chair Rose, Commissioner Swanson, Commissioner Lawlor, Commissioner Northern, Commissioner Venturi and Commissioner Swartz

## 7. Staff Reports

### 7.1 Community Development Administrator's Report

*There was no report*

8. Adjournment

The meeting was adjourned at 7:53 p.m.