

# Lake County Illinois

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



## Meeting Minutes - Draft

Friday, December 17, 2010

10:00 AM

10th Floor - Conference Room C

## Community Development Commission - Executive Committee

**1. Roll Call**

*Staff: Joel Williams, Vern Witkowski, Agnes Monton, Jonathan Burch, and Laura Walley.*

*Guests: Juliet Carroll and Phil Moeller of Carefree Development; Mike Warner of Lake County Stormwater Management Commission; Dusty Powell and Eric Waggoner of the Planning, Building & Development Department; Lenny Krapf, Terry Wilke, and Mary Cunningham of the Community Development Commission.*

**Present** 6 - Commissioner Calabresa, Commissioner Ditzig, Commissioner Alexander, Commissioner Dietz, Commissioner McCue and Commissioner Pedersen

**2. Approval of Minutes**

**2.1 10-1300**

Approval of Minutes - October 27, 2010

**Attachments:** [10.27.10](#)

**A motion was made by Member Ditzig, seconded by Member Dietz, that the minutes be approved. Motion carried unanimously.**

**Aye:** 6 - Commissioner Calabresa, Commissioner Ditzig, Commissioner Alexander, Commissioner Dietz, Commissioner McCue and Commissioner Pedersen

**3. Chair's Remarks**

*Chairman Calabresa thanked the Community Development Commission (CDC) members and CD staff for all of their efforts on behalf of Lake County's citizens.*

**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 10-1280**

2011 Housing Application Review Committee Recommendations

**Attachments:** [2011 Hsng Recommendations Memo](#)

*Mr. Jonathan Burch thanked the Housing Application Review Committee (ARC) members for their time and valuable comments. He then presented an overview of the ARC process and informed the Executive Committee (EC) of the ARC's funding recommendations, as detailed within his agenda packet memo. All award recommendations are based on estimated amounts, with instructions from the ARC for any adjustments needed once the federal government announces actual funding levels. A discussion comparing and contrasting the Round Lake Beach supportive living facility project and Carefree Development's Lake Zurich senior rental project and each project's proposed use of funds ensued. Staff explained the reasons why two applicants, Carefree Development and Youth Conservation Corps, were not recommended for funding.*

**A motion was made by Member McCue, seconded by Member Pedersen, that the funding recommendations of the Housing ARC be approved. Motion carried unanimously.**

**Aye:** 6 - Commissioner Calabresa, Commissioner Ditzig, Commissioner Alexander, Commissioner Dietz, Commissioner McCue and Commissioner Pedersen

**6.2 10-1281**

2011 Homelessness Application Review Committee Recommendations

**Attachments:** [2011 ESG Recommendations Memo](#)

*Mr. Joel Williams thanked the Homelessness ARC members for their time and efforts. Based on an estimated funding level, five of seven applicants were recommended for funding, as shown within Mr. Williams agenda packet memo. Also included within the memo are the ARC's instructions for award adjustment, should the actual funds differ from the estimated amount. He added that the long-awaited HEARTH Act may affect the County's actual funding level. If this occurs and substantial additional funds become available, Most Blessed Trinity's project could receive funding.*

*CDC members Krapf and Cunningham questioned why Maristella did not receive a funding recommendation, as they believe that its program provides needed assistance. During a discussion on this matter, it was reiterated that the limited Emergency Shelter Grant funds that would be available must be awarded to the agencies which have the greatest capacity to properly administer these funds. Historically, Maristella has not demonstrated the required capacity to meet federal guidelines, even while receiving continual CD technical assistance.*

**A motion was made by Member Alexander, seconded by Member Ditzig, that the funding recommendations of the Homelessness ARC be approved. Motion carried unanimously.**

**Aye:** 6 - Commissioner Calabresa, Commissioner Ditzig, Commissioner Alexander, Commissioner Dietz, Commissioner McCue and Commissioner Pedersen

**6.3 10-1282**

2011 Infrastructure Application Review Committee Recommendations

**Attachments:** [2011 PI Recommendations Memo](#)

*Mr. Vern Witkowski thanked the Infrastructure ARC members for their dedication and contributions to the review process. As presented within his agenda packet memo, the ARC approved Option D, with recommended funding awards based on total points scored, including consideration for the health, safety, and welfare of each community's citizens. While excluding Lakemoor, due to ineligibility, all applicants, except the two lowest scoring communities, were recommended for funding. Should the actual funding level differ from the estimated amount, all awards will be adjusted equally. The ARC placed a contingency on the \$50,000 proposed for the County Administrator's Office (CAO) Urgent Needs project. As there is not a specific project identified for these funds at the current time, the ARC members proposed that a requirement of presentation and approval by the CDC be imposed, prior to any potential project's presentation to the*

*Health and Community Services Committee (HCS). During a discussion of past urgent needs projects and the conditions that define an urgent need, Mr. Dusty Powell stated that the CDC serves in an advisory capacity to the County Board, which could decide to approve any project, independent of CDC approval.*

**A motion was made by Member Ditzig, seconded by Member Alexander, that the recommendations of the Infrastructure ARC be approved as amended, removing the requirement of CDC approval, prior to presentation to HCS, for the CAO's Urgent Needs project . Motion carried by roll call vote Motion carried by the following vote:**

**Aye:** 4 - Commissioner Calabresa, Commissioner Ditzig, Commissioner Alexander and Commissioner Pedersen

**Abstain:** 2 - Commissioner Dietz and Commissioner McCue

#### **6.4 10-1283**

2011 Public Services Application Review Committee Recommendations

**Attachments:** [2011 PS Recommendations Memo](#)

*Mr. Williams thanked the Public Services ARC members for their contributions to the review process. Funding recommendations, based on an estimated funding level, were detailed in the Public Services memo provided in the agenda packet. Many of the agencies were discussed, including their projects, locations, scores, funding and reporting histories, and proposed outcomes. Mr. Williams pointed out that all of the 5-Year Consolidated Plan's public services goals were represented within the funding recommendations.*

*In order to receive CDBG funding, Lake County is required to affirmatively further fair housing. The Fair Housing Center (Center), which seeks a one-year reorganization grant to fund a capacity-building exercise, applied for almost \$350,000 to help the County become more dynamic in the pursuit of fair housing. This effort was deemed necessary as the definition of "furthering fair housing" has changed greatly over the years. The ARC, in consideration of the efforts expended by the applicant agencies, did not direct all of the available 2011 public service funds to this request. (The only other funds that could be applied to this purpose would be derived from the administration funds, which are needed to fund CD's costs.) It was deemed more appropriate to wait for the results of the study of Lake County's impediments to fair housing, further investigate the work performed by the Center and consider this re-organization proposal in light of the collected information. It was suggested that, during an upcoming Needs Public Hearing, a discussion should occur concerning greatly reducing the funding of public service agencies for one year, in order to fund the Center's reorganization, thereby safeguarding future CDBG funding. (While affirmatively furthering fair housing is a federal mandate, there is no requirement to provide funds for public services.) The ARC's recommendation is to fund the Center at its current level of \$75,000, through a combination of administrative and public service funds.*

**A motion was made by Member Dietz, seconded by Member McCue, that the recommendations of the Public Services ARC be approved. Motion carried by roll**

**call vote Motion carried by the following vote:**

**Aye:** 5 - Commissioner Calabresa, Commissioner Alexander, Commissioner Dietz, Commissioner McCue and Commissioner Pedersen

**Abstain:** 1 - Commissioner Ditzig

**6.5 10-1284**

**2011 Action Plan - Additional Directions**

*Due to the preceding Committee actions, no additional directions were needed. This item was only if there were conflicts between previous approvals.*

**This matter was removed from the agenda**

**7. Staff Reports**

*Mr. Burch distributed maps pertaining to the targeted areas for the Neighborhood Stabilization Program (NSP), and informed the EC that Lake County, due to the federal government adding another round of NSP funding, would receive an additional \$1.37 million from NSP3. A draft plan for these funds will be presented during the January 19, 2011 CDC meeting. The federal government has tightened the rules to more closely identify the areas to be considered for these additional funds, as detailed on the maps titled, "Lis Pendens & Foreclosure Notices Recorded 1/1/2009 – 10/29/2010" and "Sheriff's Auctions 12/1/2009 through 11/11/2010". The areas with the highest number of notices/foreclosures are to be targeted for the new program. During the next several weeks, Staff will meet with the involved municipalities to define the neighborhoods that will be prioritized for funding, which may be used for rehabilitation or demolition, should a property not warrant rehabilitation, or for financing purposes. Units may be rehabilitated for resale or rental purposes. In response to a question, Mr. Burch stated that a plan must be submitted to HUD by March 1, 2011. Once the NSP3 grant agreement is executed, the County has two years within which to expend 50% of the funds, with total expenditure to be attained by the end of the third year. Chairman Calabresa thanked Mr. Burch for the excellent explanation of the new program. Mr. Williams also complemented Mr. Burch for his work on the NSP portion of the County's website. Houses available for purchase may be viewed at [www.lakecountyil.gov/nsp](http://www.lakecountyil.gov/nsp).*

*Member Ditzig stated that Peter Duggan has been working diligently with the County's public service agencies, to bring them all into the Service Point system. Mr. Williams said that he plans to have Peter give a presentation in the near future.*

**8. Adjournment**