

Lake County Illinois

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



Minutes Report - Final

Wednesday, July 25, 2012

7:00 PM

Public Hearing - 2011 CAPER

10th floor Assembly Room

Community Development Commission

1. **Roll Call**

Staff: Joel Williams, Sarah Ciampi, Megan McKenna, and Laura Walley.

Guests: Harriet Rosenberg of the Village of Deerfield, Dave Wolowitz and John Quintanilla of Prairie State Legal Services, Gail Schechter of Interfaith Housing Center of the Northern Suburbs, and Joanne Kuhstoss of Countryside Association

Chairman Rose called the Community Development Commission (CDC) meeting to order at 7:03 p.m.

Present 12 - Commissioner Pedersen, Commissioner Hewitt, Commissioner Cunningham, Vice Chair Ditzig, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Russell, Commissioner Lawlor, Commissioner Northern, Commissioner Venturi and Commissioner Swartz

Excused 4 - Commissioner Calabresa, Commissioner Swanson, Commissioner Mancino and Commissioner Stolman

2. **Approval of Minutes**

2.1 [12-0820](#)

Approval of Minutes - June 27, 2012

A motion was made by Commissioner Venturi, seconded by Commissioner Northern, that the minutes of June 27, 2012 be approved. Motion carried by voice vote.

Aye: 12 - Commissioner Pedersen, Commissioner Hewitt, Commissioner Cunningham, Vice Chair Ditzig, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Russell, Commissioner Lawlor, Commissioner Northern, Commissioner Venturi and Commissioner Swartz

3. **Chair's Remarks**

Chairman Rose announced that Cheri Ditzig had resigned from the CDC. He introduced Harriet Rosenberg, the Mayor of Deerfield, who is to be appointed to the Commission during the August County Board meeting. The Commissioners introduced themselves to Ms. Rosenberg and welcomed her to the CDC.

4. **Public Comments (items not on the agenda)**

There were no comments.

5. **Old Business**

There was no old business.

6. **New Business**

6.1 [12-0818](#)

Public Hearing regarding the 2011 CAPER

- The Community Development Division created a Consolidated Annual Performance & Evaluation Report (CAPER) for the period of May 1, 2011 through April 30, 2012.
- On July 14, a Public Hearing Notice was distributed soliciting comments on the CAPER.
- On that day, copies of the CAPER were made available on the County's website which began the required 15-day comment period.

- Tonight's Public Hearing is part of the public comment period, and the approved CAPER will then be sent to HUD.
- The complete CAPER is available at:
<http://www.lakecountyiil.gov/Planning/CommunityDevelopment/Pages/CAPER.aspx>
- Public and Commissioner comments are sought and will be included in the final version of the CAPER.

Attachments: [2011 CAPER Public Hearing Notice](#)

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, 2011 through April 30, 2012. A notice was distributed requesting comments on the document. The CAPER was available on the County's website for 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.

There were no public comments offered on the 2011 CAPER.

Chairman Rose opened the Public Hearing at 7:08 p.m. and closed the Public Hearing at 7:10 p.m.

6.2 [12-0819](#)

Approval of 2011 CAPER

- Approval of the 2011 Consolidated Annual Performance & Evaluation Report (CAPER) is required prior to submission to HUD.
- The complete CAPER is available at:
<http://www.lakecountyiil.gov/Planning/CommunityDevelopment/Pages/CAPER.aspx>

Mr. Williams said that the CDC must approve the CAPER, prior to submission to HUD. The Commissioners did not have any questions or comments about the report.

A motion was made by Commissioner Hewitt, seconded by Commissioner Krapf, that the 2011 CAPER be approved. Motion carried by voice vote.

Aye: 12 - Commissioner Pedersen, Commissioner Hewitt, Commissioner Cunningham, Vice Chair Ditzig, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Russell, Commissioner Lawlor, Commissioner Northern, Commissioner Venturi and Commissioner Swartz

6.3 [12-0817](#)

Selection of Organization to Administer CDBG-funded Fair Housing Program.

- On May 11, an RFQ was released for organizations to administer a Fair Housing Program, per the 2012 Housing & Community Development Annual Action Plan.
- This process is operating on a different cycle than the customary grant process due to changes by a previous grantee and the development of the Analysis of Impediments to Fair Housing Choice.
- Two organizations (Interfaith Housing Center of the Northern Suburbs and Prairie State Legal Services) responded to the RFQ.
- The Executive Committee reviewed the applications and will make a recommendation of an organization to the full Community Development Commission.

Mr. Williams explained the services of and the need for the Fair Housing Program, as

required by HUD regulations to affirmatively further fair housing. Two agencies, Prairie State Legal Services (PS) and the Interfaith Housing Center of the Northern Suburbs (IHC) responded to the RFQ seeking an agency to provide these services. He stated that the Executive Committee (EC) had reviewed the applications and had recommended that PS provide these services. Mr. Williams requested that the CDC consider the award and said that its recommendation would advance to the Health and Community Services Committee and then to the County Board for final approval. He opened the floor for public comment.

Ms. Gail Schechter, Executive Director of IHC, explained her agency's ongoing work in the fair housing field, stating that IHC meets all of the requirements to provide fair housing services to Lake County. Although IHC does not have any staff lawyers, they contract for these services. The agency has experience with providing educational and testing services.

Mr. Dave Wolowitz, Associate Director of PS, provided information on his agency and introduced Mr. John Quintanilla, who was the director of the Fair Housing Program, which PS ran during the 2011 program year. Mr. Wolowitz gave a brief overview of the work conducted within that year, adding that the staff consisted of lawyers who have worked with fair housing issues throughout the agency's thirty-five years of service.

Mr. Williams informed the CDC that they could direct questions toward the agencies' representatives during its discussion of the applications.

In response to a question, Mr. Wolowitz explained that, while PS was able to service a variety of clients due to its different funding sources, any client that presented with a fair housing issue was assisted by the Fair Housing Program.

Upon question, Mr. Williams stated that Community Development (CD) did not encounter any compliance issues with PS during the 2011 program year. He added that there is a need to build a testing regimen, as required to conduct an effective fair housing program. In its application, PS proposed to conduct random testing, with John Marshall Law School providing those services, should the agency receive the funding award.

In response to a question, the EC explained why they recommended PS, including the agency's history of providing services throughout Lake County, as well as the fact that PS had conducted the program during PY2011. IHC has a history of providing services to three municipalities in Lake County and thirteen in Cook County.

Ms. Schechter explained IHC's funding sources, which included three HUD fair housing initiatives program grants and two HUD housing counseling grants, which could be used for matching purposes, should her agency receive this award. She added that IHC has established testing and educational programs in place.

A motion was made by Commissioner Hewitt, seconded by Commissioner Lawlor, to approve the Executive Committee's recommendation of Prairie State Legal Services to provide services for a Fair Housing program. Motion carried by voice

vote.

Aye: 12 - Commissioner Pedersen, Commissioner Hewitt, Commissioner Cunningham, Vice Chair Ditzig, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Russell, Commissioner Lawlor, Commissioner Northern, Commissioner Venturi and Commissioner Swartz

7. Staff Reports

7.1 Fair Housing Analysis of Impediments Update

Mr. Williams spoke of the recently completed Fair Housing Analysis to Impediments, which was performed to help identify any barriers to fair housing that may exist within Lake County. The study, conducted by an outside consultant, will be available for public comments, with a public hearing scheduled in the near future. The public hearing will provide the CDC and the public with the opportunity to study and discuss the validity and fairness of the perceived impediments and the report's recommendations offered to address them. Over the next month, Staff will be looking at potential ways to address the perceived impediments, as identified by the report. The CDC will be involved in the actions needed to overcome any impediments deemed factual. Mr. Williams asked the CDC to read the Analysis in its entirety to receive full benefit from the report. He added that, along with the public hearing, CDC would have a discussion on the Analysis, which does not have to be accepted as fact, nor would the CDC have to act upon every recommendation stated therein. If any of the third-party observations are deemed false, justification would be provided to prove their inaccuracy.

7.2 Community Development Administrator's Report

Mr. Williams said that the Alliance for Human Services has increased the use of ServicePoint and plans to expand into the area's hospitals, thereby helping to alleviate unnecessary strain on the emergency rooms for non-emergent primary healthcare issues. Negotiations are underway to provide on-site ServicePoint intake services, with referrals to appropriate primary care providers. Updates will be provided as this endeavor proceeds.

Mr. Williams reminded the CDC of the Public Service and Homeless Assistance Application Review Committee (ARC) meetings that will be held on Friday, August 3rd. He announced the cancellation of the Public Infrastructure (PI) and Affordable Housing (AH) ARC's that had also been scheduled to meet that day. Due to recent changes in HUD's affordable housing rules, Staff needs to study those changes and their impact on the County's program, prior to meeting with the AH ARC. The PI ARC was cancelled due to the lack of need for a meeting. Mr. Williams said that a meeting was held earlier in the day with many of the public service agencies in attendance. Feedback was solicited about the structure of the application and the type of questions preferred to allow the agencies to present their case for a funding recommendation. The resultant suggestions will be shared with the Public Service ARC.

6. Adjournment

A motion was made by Commissioner Venturi, seconded by Commissioner Cunningham, to adjourn. The motion carried unanimously.

Aye: 12 - Commissioner Pedersen, Commissioner Hewitt, Commissioner Cunningham, Vice Chair Ditzig, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Russell, Commissioner Lawlor, Commissioner Northern, Commissioner Venturi and Commissioner Swartz