

# **Lake County Illinois**

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



## **Minutes Report - Final**

**Wednesday, April 25, 2012**

**7:00 PM**

**10th floor Assembly Room**

**Community Development Commission**

**1. Roll Call**

*Staff: Joel Williams, Megan de Mejía, and Laura Walley.*

*Guests: Eric Goldspiel and Ouida Beard of Independence Center; Mary Ellen Tamasy of Lake County Residential Development Corporation (LCRDC); Lisa Pugliese of the Affordable Housing Corporation (AHC); Zach Hereks; and Betsy Lassar.*

**Chairman rose called the meeting to order at 7:09pm**

**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 [12-0498](#)**

Approval of Minutes - March 28, 2012

**Attachments:** [3.28.12 Minutes \(Word Version\)](#)

**A motion was made by Commissioner Venturi, seconded by Commissioner Krapf, that the minutes 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 had no remarks*

**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 [12-0497](#)**

Public Hearing on Substantial Amendment to 2011 Action Plan - ESG Program

- Per the Lake County Citizen Participation Plan, a substantial amendment to the Action Plan requires a 30-day comment period and public hearing.
- Comments shall be solicited from attendees at the hearing.
- Upon completion of the public hearing, the CDC shall vote on approval of the substantial amendment.

*Mr. Joel Williams presented an overview of the recent changes in the Emergency Solutions Grant (ESG) Program, formerly known as the Emergency Shelter Grant Program, as imposed by the HEARTH Act. These changes require the initiation of a*

*substantial amendment process to the 2011 Action Plan, which, when completed, would allow the County to access additional ESG funds. Per federal regulations, the amendment states that the additional funds must be utilized for new types of activities, including Homeless Management Information System (HMIS), Homeless Prevention, and Rapid Re-housing. The Homeless Assistance Application Review Committee (ARC) determined that \$30,000 should be allocated for HMIS use and \$25,496 for Homeless Prevention use. Following CDC approval and the expiration of the ongoing thirty-day comment period, as required by Lake County's Citizen Participation Plan, the amendment will be submitted to HUD for approval. Upon HUD approval, applications for the 2011 funds will be solicited.*

*The Chairman requested comments on the recommended use of funds and on the updated Eligibility Evaluation Policy standards.*

*Commissioner Krapf offered that the name change did not seem to make sense.*

*Upon question, Mr. Williams responded that, to date, no negative comments had been received. He believed this was due to the involvement of the Lake County Coalition for the Homeless (LCCH) in the composition of the new eligibility standards.*

*The Chairman asked the audience for comments, to which there was no response.*

*Commissioner Swartz thanked CD staff for its outreach efforts to the LCCH.*

**Chairman Rose opened the Public Hearing at 7:15pm and closed it at 7:18pm.**

**6.2 [12-0496](#)**

Approval of Substantial Amendment to 2011 Action Plan - ESG Program

- The old Emergency Shelter Grant Program has been changed to the new Emergency Solutions Grant (ESG) Program as a result of the HEARTH Act.
- The HEARTH Act requires a substantial amendment to the 2011 Action Plan in order to allow Lake County access to additional funds under the new ESG.
- The Lake County Citizen Participation Plan requires a 30-day comment period and public hearing for a substantial amendment of this type.
- CDC approval of the amendment is sought.

**Attachments:** [HEARTH Amendments Memo - 4.20.12](#)

[ESG Tables DRAFT 4.13.12](#)

[ESG Written Standards DRAFT 4.13.12](#)

*Mr. Williams stated that CDC approval of the amendment and of the recommended use of funds were needed prior to submission to HUD for approval.*

**A motion was made by Commissioner Molek, seconded by Commissioner Cunningham, that the ESG Substantial Amendment to the 2011 Action Plan 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** [12-0499](#)

Direction on Use of Unallocated 2012 ESG Funds

- Lake County received more ESG funds than anticipated in 2012, and therefore had not allocated all the funds in the initial application process.
- The Homeless Application Review Committee (ARC) met to provide recommendations for the use of these unallocated funds.
- The CDC must provide direction on the use of these funds, which will result in a substantial amendment to the 2012 Action Plan.

**Attachments:** [2012 Unallocated ESG Funds - 4.20.12](#)

*As more 2012 ESG funds were received than expected, Mr. Williams requested CDC direction for allocating the additional \$58,927. Given the aforementioned impact of the HEARTH Act and the 2011 Action Plan ESG amendment, Staff suggested that these additional funds be combined with the monies mentioned in Item 6.1 to hold a second round of 2012 ESG applications. The new applications must be for HMIS, Homeless Prevention, or Rapid Re-housing projects. The Homeless Assistance ARC recommended that the additional 2012 funds be dedicated to either Homeless Prevention or Rapid Re-housing. The ARC stated a preference toward prevention services, but will consider any viable application. Any action will require a substantial amendment to the 2012 Action Plan.*

**A motion was made by Commissioner Swartz, seconded by Vice-Chair Ditzig, that the Homeless Assistance ARC's recommendation to solicit Homeless Prevention or Rapid Re-Housing applications for the additional 2012 funds 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

**6.4** [12-0500](#)

Direction on Use of Unallocated CDBG Funds

- Lake County received more CDBG funds than anticipated in 2012, and therefore had not allocated all the funds in the initial application process.
- The CDC must provide direction on the use of these funds, which will result in a substantial amendment to the 2012 Action Plan.

**Attachments:** [2012 Unallocated CDBG Funds - 4.20.12](#)

*Mr. Williams informed the CDC that Lake County would receive \$117,909 more than estimated for 2012 Community Development Block Grant (CDBG) projects and then outlined the possible uses for these funds. He added that statutory caps restrict CDBG funds that may be committed to public service projects at 15% and to administration at*

*20% of the total allocation. Mr. Williams also supplied historic information pertaining to the allocation of the remaining funds. A lengthy discussion ensued.*

**A motion was made by Commissioner Venturi, seconded by Commissioner Lawlor, to allocate the additional CDBG funds, on a percentage basis, to the approved PY2012 Public Infrastructure grantees. 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

#### 6.5 12-0501

##### 2012 Lake County Affordable Housing Program Application Process

- The Community Development Commission has been charged with the responsibility of reviewing applications for the Lake County Affordable Housing Program (AHP).
- The Affordable Housing Application Review Committee (ARC) will conduct the detailed review and make recommendations to the full Commission for approval and recommendation to the Health and Community Services Committee.
- Commission approval is sought for the use of AHP funds in the 2012 Program Year and the application timeline.

**Attachments:** [AHP Memo - 4.20.12](#)

*Mr. Williams stated that approximately \$750,000 in Lake County Affordable Housing Program (LC-AHP) funds will be available for the upcoming application and review process. The Affordable Housing ARC met to discuss the parameters of the program and the types of projects that would be eligible to apply. ARC members recommended that funds be set aside for three specific categories of applications, while CD staff supplied suggested funding levels for each category. The recommendations are as follows:*

1. *Tenant Based Rental Assistance (TBRA) - \$100,000*
2. *Foreclosure Prevention - \$50,000*
3. *Energy Efficiency and Weatherization - \$150,000*

*The remaining funds would be available for any other eligible activities, which would include down payment assistance, housing rehabilitation, new construction of affordable housing units, and the acquisition of units to make them affordable. It was mentioned that the Health and Community Services Committee (HCS) might repurpose the County's unspent Brownfields funds for affordable housing, but no decision had been made as of this meeting. Any additional money would be added to the LC-AHP fund and allocated in accordance with the above-stated guidelines.*

*Mr. Williams asked the CDC to approve the timeline proposed within the memo for this item and to authorize a call for projects based on the ARC's recommendations.*

*Commissioner Swartz spoke of the importance of this program, which allows greater flexibility than HOME regulations. She stated that this affordable housing money permits developers to utilize leveraging, thereby bringing added funds into Lake County.*

*Commission Swartz then spoke about the Energy Efficiency and Weatherization (EEW) project category stipulated above, beginning a discussion of how EEW projects could be used to assist the County's citizens.*

*Ms. Mary Ellen Tamasy, of LCRDC, said that she had recently accessed the Center for Neighborhood Technology's (CNT) website and read that CNT was coordinating with the Chicago Metropolitan Agency for Planning to provide EEW information to the general public. Staff has been in contact with CNT, attempting to have the agency perform energy audits within Lake County.*

*Ms. Lisa Pugliese, of AHC, addressed the Foreclosure Prevention funding category, stating that her agency could counsel an additional 75 – 100 households a year with a \$50,000 award. Currently, AHC counsels 100 households yearly and has attained an 89% success rate. While she appreciated the innovative efforts behind the new project categories, she said a need remains for the existing project categories, as evidenced by the first-time homebuyer situation. State funding for down payment assistance has disappeared; therefore, AHC will rely more heavily on the County for homebuyer assistance to income-qualified households.*

*Ms. Betsy Lassar asked for clarification on the EEW project category. Mr. Williams responded that, during the application review phase of the award process, staff would evaluate any application for EEW funds to ensure that any gaps between existing services and community needs would be addressed.*

**A motion was made by Commissioner Venturi, seconded by Commissioner Pedersen, to approve a call for LC-AHP applications, the proposed use of AHP funds, and the application timeline for the 2012 Program Year. 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 Community Development Administrator's Report**

*Mr. Williams said that the Needs Hearing was rescheduled to the May meeting, as the submission deadline for the ESG amendment necessitated tonight's Public Hearing. Staff will conduct additional meetings to gather comments on the application process and will supply the resultant information to each respective ARC. A regional Fair Housing event will be held on May 11th; therefore, the ARC meetings scheduled for that day will be rescheduled. An informative flyer on the regional housing event will be sent to the CDC membership.*

## **8. Adjournment**

**The meeting was adjourned at 7:39pm**