

# Lake County Illinois

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



## Meeting Minutes

**Wednesday, February 27, 2013**

**7:00 PM**

**10th floor Assembly Room**

**Community Development Commission**

1. ROLL CALL

*Chairman Rose called the Community Development Commission (CDC) meeting to order at 7:04 p.m. with the following members present:*

*Staff: Eric Waggoner, Brittany Sloan, Brenda O'Connell, Megan McKenna, Janel Gomez, and Laura Walley.*

*Guests: John Gonzalez of COOL Ministries; Marcia McCutchan of RHMG; Allison Lourash of Lake County Center for Independent Living; Mary Ellen Saunders of ElderCARE @ Christ Church and Mano a Mano; Bob McCammon and Ben Richards of Youth Conservation Corps; Craig Mason of Christian Faith Fellowship Church; Jim Westney of St. Vincent de Paul Food Pantry; Jacqui Hebein of Northern Illinois Food Bank; Connie and Jeff Eklund of Abiding Love; John Cullen of Saint James Food Pantry; and Pamela Jeffries of the City of North Chicago.*

**Present** 7 - Commissioner Pedersen, Commissioner Hewitt, Commissioner Cunningham, Chair Rose, Commissioner Swanson, Commissioner Venturi and Commissioner Swartz

**Absent** 4 - Commissioner Calabresa, Commissioner Krapf, Commissioner Mancino and Commissioner Rosenthal

2. APPROVAL OF MINUTES

2.1 [13-0230](#)

Approval of Minutes - January 23, 2013.

**Attachments:** [CDC Minutes 01.23.13.pdf](#)

**A motion was made by Member Swartz, seconded by Member Cunningham, that this minutes be approval of minutes. The motion carried by the following vote:**

**Aye:** 9 - Commissioner Pedersen, Commissioner Hewitt, Commissioner Cunningham, Molek, Chair Rose, Russell, Commissioner Swanson, Commissioner Venturi and Commissioner Swartz

**Absent:** 4 - Commissioner Calabresa, Commissioner Krapf, Commissioner Mancino and Commissioner Rosenthal

3. CHAIR'S REMARKS

*Chairman Rose informed the audience that, due to unusual sequencing of the County Board Sub-Committees' meetings, the 2013 Annual Action Plan (Plan) had already been approved by the Health and Community Services (HCS) and Financial and Administrative (F & A) Committees. Once the CDC approves the Plan, it will advance to the Committee of the Whole and then to the County Board, on March 12th, for final approval. As there was a quorum question for the Public Services (PS) Application Review Committee (ARC) meeting, the State's Attorney's Office reviewed the situation, instructed Staff to proceed with the approval process, and to hold an additional PS ARC meeting, prior to the County Board meeting. The PS funding recommendations will be reviewed at that special meeting.*

*Chairman Rose stated that Commissioner David Northern, who had served on the CDC, had resigned, as he accepted on new position in another area of the country.*

**4. PUBLIC COMMENTS (items not on the agenda)**

*There were no public comments.*

**5. OLD BUSINESS**

*There was no old business.*

**6. NEW BUSINESS**

**6.1 [13-0249](#)**

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

*Ms. O'Connell described the process followed to solicit applications for an agency to administer the Fair Housing Program. Prairie State Legal Services, which currently administers the program, was the sole respondent. Staff reviewed the application and recommended the agency to the Executive Committee (EC) for approval. The EC approved the application, which was advanced to the full CDC.*

**A motion was made by Member Venturi, seconded by Member Russell, that this commission action item be approved. The motion carried by the following vote:**

**Aye:** 9 - Commissioner Pedersen, Commissioner Hewitt, Commissioner Cunningham, Molek, Chair Rose, Russell, Commissioner Swanson, Commissioner Venturi and Commissioner Swartz

**Absent:** 4 - Commissioner Calabresa, Commissioner Krapf, Commissioner Mancino and Commissioner Rosenthal

**6.2 [13-0250](#)**

Approval of Funding Recommendations for Emergency Solutions Grant 2011-2012.

**Attachments:** [2011-2012 ESG Funding Recommendations Memo](#)

*Ms. O'Connell said that HUD had made \$84,423 in additional funding available for the prevention of homelessness, so applications were requested for this specific purpose. The two agencies that responded were Maristella and Catholic Charities. The Homeless Services ARC reviewed the applications and recommended that the funds be allocated based on the funding years from which they were derived. Therefore, Maristella was recommended to receive the 2011 Emergency Solutions Grant (ESG) allocation of \$25,496, although the agency had only applied for \$20,000, and Catholic Charities was recommended to receive the 2012 allocation of \$58,927.*

**A motion was made by Member Cunningham, seconded by Member Venturi, that this commission action item be approved. The motion carried by the following vote:**

**Aye:** 8 - Commissioner Hewitt, Commissioner Cunningham, Molek, Chair Rose, Russell, Commissioner Swanson, Commissioner Venturi and Commissioner Swartz

**Nay:** 1 - Commissioner Pedersen

**Absent:** 4 - Commissioner Calabria, Commissioner Krapf, Commissioner Mancino and Commissioner Rosenthal

6.3 [13-0251](#)

Public Hearing #2 on the 2013 US Department of Housing and Urban Development (HUD) Annual Action Plan

*Chairman Rose said that this second Public Hearing for the 2013 Annual Action Plan (Plan) concluded the 30-day comment period, which began with the January 23, 2013 Public Hearing. All comments will be heard and included within the Plan.*

*Chairman Rose opened the Public Hearing at 7:14 p.m.*

*Ms. O'Connell thanked those present for their attendance, as their participation was very important to the process.*

*Ms. Allison Laurash, of Lake County Center for Independent Living, thanked the CDC for its funding recommendation, which will help to support the agency's employment readiness program. The program has helped many people with disabilities to prepare for employment.*

*Mr. John Cullen, of the St. James Food Pantry, voiced his support of the Northern Illinois Food Bank (NIFB), which received a funding recommendation. NIFB's award would help St. James Food Pantry, along with six other food banks throughout Lake County. St. James has been open for three years and serves about 200 people each week. He said that NIFB has helped his organization to operate more efficiently, thereby spending less for the products it distributes.*

*Mr. Jim Westney, of St. Vincent de Paul Food Pantry, offered his support to NIFB, as his pantry will receive direct benefit from NIFB's funding award. The pantry allows clients to visit weekly and has evening hours once a week, to accommodate the working poor, who cannot afford rent and food. The pantry has averaged over 20,000 meals provided monthly and constantly searches for ways to provide for those in need.*

*Mr. Craig Mason, of Christian Faith Fellowship Church, said that his organization supported NIFB, as his church's food pantry would benefit from NIFB's grant. The economic downturn has increased the number of families that use his food pantry, so being able to receive food through NIFB's discounted prices helps to meet this need. Much of the pantry's funds are currently provided by its congregation.*

*Ms. Jacqui Hebein, of the NIFB, offered her thanks for the chance to speak and asked for approval of her agency's funding recommendation, which would benefit seven food pantries located throughout Lake County. Much of the food would be provided at no charge, while some of the food would be provided at a deep discount. She said that NIFB helps provide food for more than 60,000 people on a weekly basis.*

*Mr. Bob McCammon, of Youth Conservation Corps (YCC), had submitted a letter, which*

*will be included within the Plan. As the letter was received after the agenda packet was sent to the CDC, he read the letter into the record. Mr. McCammon asked for reconsideration, as YCC did not receive a funding recommendation. He felt that funds should be reduced to the agencies that had scored higher than YCC, so that those funds could be awarded to his agency, along with several others.*

*Ms. Mary Ellen Saunders, of ElderCARE @ Christ Church, thanked the CDC for its funding recommendation. She spoke about the 2012 Volunteer Evaluations summary handout that was distributed along with the Care Receiver Evaluation summary, which she said contained information providing first-hand insights into the need for the agency's services. Ms. Saunders said that through the provided services, many seniors are able to remain in their homes and she asked that the funding recommendation be approved.*

*Ms. Saunders, of Mano a Mano, expressed her thanks for the agency's funding recommendation, which will help provide information and referral services to mainly non-English-speaking individuals who have moved to the area in search of a better life. The economy has increased the need for the agency's services and she requested that the CDC affirm the initial funding recommendation.*

*There was no response to further requests for comments.*

**A motion was made by Member Venturi, seconded by Member Russell, that this public hearing be closed at 7:38 p.m. The motion carried by the following vote:**

**Aye:** 9 - Commissioner Pedersen, Commissioner Hewitt, Commissioner Cunningham, Molek, Chair Rose, Russell, Commissioner Swanson, Commissioner Venturi and Commissioner Swartz

**Absent:** 4 - Commissioner Calabresa, Commissioner Krapf, Commissioner Mancino and Commissioner Rosenthal

#### 6.4 [13-0252](#)

Approval of the Final 2013 Annual Action Plan

**Attachments:** [2013 Public Service Support Comment](#)  
[2013 Public Services Opposed Comment](#)  
[2013 Public Infrastructure Comment](#)  
[2013 PI Comment 2 of 2](#)  
[PY2013 Action Plan - DRAFT.pdf](#)

*Ms. O'Connell said that the next step would be to vote on the 2013 Annual Action Plan, so that it could advance through the final steps in the approval process. In response to a question about the actual dollar amounts recommended, she explained that all awards were based on estimated funding amounts, as the federal budget had not yet been finalized. Each ARC had provided a contingency plan to respond to the actual federal allocations, should they differ from the estimated amounts upon which the recommendations were made. In response to a CDC member's comment that the same agencies receive yearly funding, Ms. O'Connell stated that this was not the intent nor the*

*fact, as a recent study of CDBG Public Service funding demonstrated that agencies do not receive more than three consecutive years of funding. Chairman Rose further explained the process used by the PS ARC and agreed that all of the Public Services agencies provide needed services to the community. He expressed regret that there was not enough funding to grant awards to all who applied, which has historically occurred due to the continual budget cuts.*

**A motion was made by Member Venturi, seconded by Member Russell, that this commission action item be approved. The motion carried by the following vote:**

**Aye:** 8 - Commissioner Pedersen, Commissioner Hewitt, Molek, Chair Rose, Russell, Commissioner Swanson, Commissioner Venturi and Commissioner Swartz

**Nay:** 1 - Commissioner Cunningham

**Absent:** 4 - Commissioner Calabresa, Commissioner Krapf, Commissioner Mancino and Commissioner Rosenthal

## 7. STAFF REPORTS

*Ms. O'Connell stated that she had been in contact with the County Board Office to locate a replacement for former CDC member David Northern. In the future, an election will be held to replace him on the EC. In accordance with the CDC By-laws, the EC will review ARC memberships, in order to make appointments to those groups. She then spoke about the pending sequestration and its possible effects on Lake County. Ms. O'Connell said that the current proposal includes an across-the-board 5.6% cut to all HUD-funded programs. HUD will advise the County on how to address these cuts. If needed, any cuts that constitute substantial changes to the funding recommendations would be returned to the respective ARC for direction.*

*Ms. O'Connell informed the CDC that Megan McKenna had resigned from her full-time position with Community Development, but would remain in a part-time capacity until a replacement could be hired.*

*Upon further discussion of Mr. Northern's resignation from the CDC, it was offered that his replacement at the Lake County Housing Authority might be considered for membership.*

## 8. ADJOURNMENT

**A motion was made by Member Venturi, seconded by Member Swartz, that the meeting be adjourned at 8:46 p.m. The motion carried by the following vote:**

**Aye:** 9 - Commissioner Pedersen, Commissioner Hewitt, Commissioner Cunningham, Molek, Chair Rose, Russell, Commissioner Swanson, Commissioner Venturi and Commissioner Swartz

**Absent:** 4 - Commissioner Calabresa, Commissioner Krapf, Commissioner Mancino and Commissioner Rosenthal