

Lake County Illinois

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



Meeting Minutes

Wednesday, June 26, 2013

6:00 PM

2nd Floor Conference Room - Central Permit Facility, 500 W.
Winchester, Libertyville

**Community Development Commission - Executive
Committee**

1. ROLL CALL

Vice-Chairman Venturi called the Executive Committee (EC) meeting to order at 6:03 p.m. Aaron Lawlor and Steve Carlson, ex-officio members, were present.

Staff: Eric Waggoner, Brittany Sloan, Brenda O'Connell, Agnes Monton, Sarah Ciampi, Jordan Bartle, and Laura Walley.

Present 4 - Commissioner Calabresa, Commissioner Rose, Commissioner Russell and Vice-Chairman Venturi

Absent 2 - Chair Pedersen and Chairman Pedersen

2. APPROVAL OF MINUTES

2.1

Approval of the May 28, 2013 Minutes

Attachments: [5.28.13 Minutes](#)

A motion was made by Commissioner Russell, seconded by Commissioner Calabresa, that the minutes be approved, as amended to show Commissioner Russell as absent during the May 22nd meeting. The motion carried by the following vote:

Aye: 4 - Commissioner Calabresa, Commissioner Rose, Commissioner Russell and Vice-Chairman Venturi

Absent: 2 - Chair Pedersen and Chairman Pedersen

3. CHAIR'S REMARKS

The Chair had no remarks.

4. PUBLIC COMMENTS (items not on the agenda)

Steve Carlson said that he had attended the Community Development Commission (CDC) meetings during his previous tenure as the Chairman of the Health and Community Services (HCS) Committee. He was able to attend this meeting as it did not conflict with the Board of Health meeting, as was usually the case.

5. OLD BUSINESS

There was no old business.

6. NEW BUSINESS

6.1

Joint resolution amending the 2013 U.S. Department of Housing and Urban Development (HUD) Annual Action Plan.

Attachments: [Summary of Changes to Action Plan- June 2013](#)

Ms. Brenda O'Connell explained that, due to HUD's recent announcement of the 2013 funding levels, increases to some of the Community Development Block Grant (CDBG) awards and cuts to the Emergency Solutions Grant (ESG) program were needed. The

changes, including the addition of a project to engage a consultant to complete the Analysis of Impediment to Fair Housing Choice Report, were presented within the agenda packet. Although not required, as funding-adjustment instructions were given during the December 2012 Application Review Committee (ARC) meetings, the new information was presented and discussed during the ARC meetings that were held earlier this month. Upon question, Ms. O'Connell said that there were no concerns raised during the ARC meetings about the awards adjustments. However, it was expected that there would be public comment during the CDC meeting on the ESG cuts, which amounted to a 15% cut to shelter programs and a 47% cut to Lake County Homeless Management Information System (HMIS) funding. She had heard that there might be a request to use CDBG funds to offset the cuts to the shelter programs. A discussion on this possible request ensued.

A motion to advance the Amendment to the 2013 Annual Action Plan to the CDC was made by Commissioner Rose, seconded by Commissioner Calabresa. The motion carried by the following vote:

Aye: 4 - Commissioner Calabresa, Commissioner Rose, Commissioner Russell and Vice-Chairman Venturi

Absent: 2 - Chair Pedersen and Chairman Pedersen

7. STAFF REPORTS

Ms. O'Connell stated that, as the early July County Board committee meetings were cancelled due to the July 4th holiday, all CDC items would have to wait until August to complete the Board's approval process. She said that the CDC by-laws change concerning meeting locations was ready to advance for approval, but as long as a by-laws change was pending, it was decided to review the entire document. In the past, occasionally the regularly-scheduled CDC meeting occurred too late in the month to have items advanced through the approval process by the next County Board meeting. Staff questioned the possibility of moving the meetings earlier in the month. Following a discussion, it was suggested that a survey be sent to collect information on each CDC member's availability. Ms. O'Connell said that the process for contracting for ServicePoint training and report writing has progressed, with an agreement pending. She introduced CD's new Affordable Housing Planner, Jordan Bartle, who will work with the Neighborhood Stabilization Program. Department Director Eric Waggoner thanked Ms. O'Connell for her dedication, stating that she came in to work even though her house was flooded due to the recent weather.

This matter was presented.

8. ADJOURNMENT

A motion was made by Commissioner Calabresa, seconded by Commissioner Rose, that the meeting be adjourned at 6:25 p.m. The motion carried by the following vote:

Aye: 4 - Commissioner Calabresa, Commissioner Rose, Commissioner Russell and Vice-Chairman Venturi

Absent: 2 - Chair Pedersen and Chairman Pedersen