

# Lake County Illinois

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



## Meeting Minutes

Wednesday, July 24, 2013

6:00 PM

10th Floor - Conference Room C

## Community Development Commission - Executive Committee

1. **ROLL CALL**

*Chairman Pedersen called the Executive Committee (EC) meeting to order at 6:05 p.m. with the following members present:*

*Staff: Brittany Sloan, Brenda O'Connell, Jordan Bartle, and Laura Walley*

**Present** 3 - Commissioner Calabresa, Chairman Pedersen and Vice-Chairman Venturi

**Absent** 2 - Commissioner Rose and Commissioner Russell

2. **APPROVAL OF MINUTES**

*Due to technical difficulties, there were no minutes.*

3. **CHAIR'S REMARKS**

*Chairman Pedersen had no remarks.*

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

Resolution amending the 2010 Neighborhood Stabilization Program 3 (NSP3) Action Plan.

**Attachments:** [NSP Action Plan Amended](#)

*Mr. Jordan Bartle presented an overview explaining the changes to the NSP3 program, as detailed within the proposed amendment to the 2010 Annual Action Plan. Since the program's approval in 2011, market conditions and community need have changed. The major change requested by the sub-grantees involved was the expansion of the designated target areas, thereby increasing the foreclosed/abandoned housing stock for the program. Additionally, the amendment included clarification of the definition of what constitutes affordable rent and would expand the eligible activities, to include all five allowable activities. Currently, the County's program allows for property acquisition and rehabilitation. The proposed amendment would allow for demolition, the use of financing mechanisms, land banking, and for property redevelopment.*

**A motion was made by Commissioner Calabresa, seconded by Commissioner Venturi, to move the proposed amendment to the NSP3 program to the Community Development Commission (CDC) for consideration. The motion carried by the following vote:**

**Aye:** 3 - Commissioner Calabresa, Chairman Pedersen and Vice-Chairman Venturi

**Absent:** 2 - Commissioner Rose and Commissioner Russell

6.2

Approval of the 2012 Consolidated Annual Performance and Evaluation Report (CAPER)

*Ms. Brenda O'Connell stated that the CAPER is Lake County's report to the U. S. Department of Housing and Urban Development (HUD), detailing the accomplishments attained within the previous twelve months. EC approval is required in order to move the CAPER to the CDC. Following CDC approval, the report will be submitted to HUD.*

**A motion was made by Commissioner Venturi, seconded by Commissioner Calabresa, to approve the 2012 CAPER for presentation to the CDC. The motion carried by the following vote:**

**Aye:** 3 - Commissioner Calabresa, Chairman Pedersen and Vice-Chairman Venturi

**Absent:** 2 - Commissioner Rose and Commissioner Russell

6.3

Resolution amending the Community Development Commission By-laws.

**Attachments:** [CDC BY-LAWS - Proposed Revisions 8.13.13](#)

*Ms. O'Connell went over the proposed changes to the CDC By-laws, which included officially designating four meetings annually to be held at the Lake County Government Campus in Libertyville. Additional changes included clarifying that CDC alternates must meet the same requirements as the original appointments made by the County Board Chairman and that all Commissioners must serve until their replacements were appointed. A discussion ensued about the use of alternates.*

**A motion was made by Commissioner Venturi, seconded by Commissioner Calabresa, to approve the amendment to the CDC By-laws. The motion carried by the following vote:**

**Aye:** 3 - Commissioner Calabresa, Chairman Pedersen and Vice-Chairman Venturi

**Absent:** 2 - Commissioner Rose and Commissioner Russell

7. STAFF REPORTS

*Ms. O'Connell sent a survey to ascertain the possibility of moving the CDC meetings to an earlier Wednesday in the month, as occasionally items are held up in the County Board approval process due to the timing of the Health and Community Services and the Finance and Administrative Committees' meetings. The EC discussed which week would possibly work the best for CDC members.*

**The report was presented.**

8. ADJOURNMENT

**A motion was made by Commissioner Venturi, seconded by Commissioner Calabresa, to adjourn the meeting at 6:34 p.m. The motion carried by the following vote:**

**Aye:** 3 - Commissioner Calabresa, Chairman Pedersen and Vice-Chairman Venturi

**Absent:** 2 - Commissioner Rose and Commissioner Russell