

# Lake County Illinois

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



## **Minutes Report - Draft**

**Wednesday, September 28, 2011**

**7:00 PM**

**10th floor Assembly Room**

**Community Development Commission**

1. Roll Call

*Staff: Joel Williams, Jonathan Burch, Megan Harrington, and Laura Walley.*

*Guests: Frances Forys and Lissette Delgado of Maristella and Mary Ellen Tamasy of the Lake County Residential Development Corporation (LCRDC).*

**Chairman Rose called the meeting to order at 7:07 p.m.**

**Present** 10 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Cunningham, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Russell, Commissioner Lawlor, Commissioner Northern and Commissioner Swartz

**Excused** 5 - Commissioner Hewitt, Vice-Chairman Ditzig, Commissioner Swanson, Commissioner Mancino and Commissioner Venturi

2. Approval of Minutes

2.1 11-0950

Approval of Minutes - August 24, 2011

**Attachments:** [8.24.11 Minutes](#)

**A motion was made by Commissioner Cunningham, seconded by Commissioner Molek, that the August 24, 2011 minutes be approved. Motion carried unanimously.**

**Aye:** 10 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Cunningham, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Russell, Commissioner Lawlor, Commissioner Northern and Commissioner Swartz

3. Chair's Remarks

*The Chair had no remarks.*

4. Public Comment (items not on the agenda)

*There was no public comment.*

5. Old Business

*There was no old business.*

6. New Business

6.1 11-0946

Proposed Amendment to 2011 Action Plan - Community Partners for Affordable Housing

- The 2011 Annual Action Plan contained a project for Community Partners for Affordable Housing (CPAH) to acquire and rehabilitate five units in Highland Park for affordable homeownership opportunities.
- CPAH has been in negotiation with the City of Lake Forest to replicate its model for affordable housing within Lake Forest's jurisdiction.
- CPAH is requesting an amendment to its 2011 project to allow the acquisition and rehabilitation of units in Lake Forest as well as Highland Park.
- In May, the Commission approved a similar request for the 2010 Action Plan.
- This amendment requires a 30-day comment period, which was performed in conjunction with the comment period for other amendments to the 2011 Action Plan that were approved by the Commission in August.

**Attachments:** [CPAH Project Amendment](#)

*Ms. Megan Harrington explained that Community Partners for Affordable Housing (CPAH) requested an amendment to its 2011 project to allow for the acquisition and rehabilitation of housing units in Lake Forest. As presented within the Annual Action Plan, the project restricts CPAH to acquire and rehabilitate five units within the City of Highland Park. During the May meeting, the CDC approved an equivalent request for CPAH's 2010 project, but all of its funds were expended within Highland Park. The agency is currently in negotiations with the City of Lake Forest for a property within its jurisdiction. In response to a question, it was explained that a community housing trust would fund the majority of the expenses associated with this project.*

**A motion was made by Commissioner Calabresa, seconded by Commissioner Lawlor, that CPAH's request to allow the inclusion of acquisition/ rehabilitation units within the City of Lake Forest's jurisdiction be approved. The motion carried unanimously.**

**Aye:** 10 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Cunningham, Commissioner Krapf, Commissioner Molek, Chair Rose, Commissioner Russell, Commissioner Lawlor, Commissioner Northern and Commissioner Swartz

**6.2 11-0947**

Summary of Tenant Based Rental Assistance Analysis and Commission Direction

- At the August Public Hearing on Needs, several participants mentioned the need for Tenant Based Rental Assistance (TBRA) programs.
- Staff was directed to complete an analysis of the County's history with TBRA and the costs and benefits of developing a new program under the 2010-2014 Consolidated Plan.
- Commission direction is sought in order to determine if TBRA should be put through the substantial amendment process to add it to the Consolidated Plan.

**Attachments:** [Analysis of the Tenant Based Rental Assistance Program - 9.28.11](#)

*Ms. Frances Forsys, of Maristella, spoke of the need for Tenant Based Rental Assistance (TBRA), stating that Maristella was asked to take over the project, that the project lasted for three years and expended \$262,000 for security deposits to 421 households. To date, 19 deposits have been returned by the landlords. She stated that the returned funds have been used for salary expenses and to fund additional security deposits, with \$2,205.87 remaining. Ms. Forsys stated that there is currently no program offering security deposit grants within Lake County, and she requested that a yearly sum of \$50,000 – 100,000 be set aside for this purpose, for at least four years. A discussion about security deposits and Housing Choice vouchers ensued.*

*In response to questions, Mr. Joel Williams went over the steps needed to make TBRA an eligible activity for the 2010 -2014 Consolidated Plan. Should that occur, procedures would then need to be established to ensure the proper handling of any funds that might be delegated to an approved funding application. Mr. Williams made it clear that the CDC had never requested a particular agency to administer any project; rather, all applications for any type of project must be submitted, reviewed, and then recommended to the County Board for approval. It was noted that only HOME program funds may be*

*used for a TBRA project. Mr. Williams went over staff's research on TBRA, as presented in the agenda memo, including the administrative requirements that are regulated by HUD. Further research and analysis would need to be completed in order to structure a fully-compliant project.*

**A motion was made by Member Swartz, seconded by Member Lawlor, to begin the substantial amendment process to add TBRA to the current Consolidated Plan.**

**Motion carried.**

- Aye:** 9 - Commissioner Pedersen, Commissioner Calabresa, Commissioner Cunningham, Commissioner Krapf, Chair Rose, Commissioner Russell, Commissioner Lawlor, Commissioner Northern and Commissioner Swartz
- Nay:** 1 - Commissioner Molek

## **7. Staff Reports**

### **7.1 ARC Update - Letters of Intent**

*Mr. Williams stated that the deadline for the Letters of Intent had passed and the results were as follows:*

*Public Infrastructure: 21 letters requesting \$3.3M; \$1.3M available*

*HOME program: 9 letters requesting \$2.4M; \$933,000 available*

*ESG program: 7 letters requesting \$175,000; \$140,000 available*

*Public Service: 33 letters requesting \$1.3M; \$275,000 available*

*Mr. Williams asked that the Commissioners respond to staff's requests for availability for Application Review Committee (ARC) meetings, as soon as possible.*

### **7.2 Community Development Administrator's Report**

*Mr. Williams has continued to monitor preparations for the 2012 federal budget. The County's local and CD's national organizations' lobbyists continue to work on Lake County's behalf, regarding proposed budget reductions.*

*Contained within the President's proposed jobs bill, Project Rebuild is a new version of the Neighborhood Stabilization Program (NSP), which seeks to invest \$15B to purchase and rehabilitate abandoned or foreclosed properties. The new program would be more flexible than the current NSP programs, allowing the purchase of commercial properties and the use of different types of financing.*

*The Continuum of Care application, which requests renewals on the Continuum's current homeless assistance projects, will be submitted shortly with predominately renewals and one expansion project.*

*A LCTV video presentation on LCRDC's recent Open House on Gabriel's Corner, an 18-unit affordable housing rental NSP project in Zion, was shown. The project is beginning occupancy.*

*Mr. Williams announced that Ms. Harrington would shortly leave Lake County's employ. Her work for the County was appreciated and she was wished all the best in her new job.*

*In response to a question about the amendment process for TBRA, Mr. Williams said that there are 19 HOME and 52 CDBG participating jurisdictions within Illinois. Commissioner Northern asked those present to let their legislators know how they feel about affordable housing and other programs supported by the CDC and the proposed budget cuts. Chairman Rose said that discussions had occurred about letters from the CDC to the legislators, to let them know of the CDC's presence and stance on the proposed budget. A discussion ensued on these matters. Staff was asked to compose correspondence for this purpose.*

*Chairman Rose asked the CDC to respond promptly to any scheduling queries from staff, especially about planning the ARC meetings.*

**8. Adjournment**

**Chairman Rose adjourned the meeting at 8:14 p.m.**