

Lake County Illinois

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



Meeting Minutes

Wednesday, May 22, 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 6:06 p.m.

Guests: Mary Cunningham and Audrey Nixon of the Lake County Board.

Staff: Brittany Sloan, Brenda O'Connell, Sarah Ciampi, Janel Gomez, and Laura Walley.

Present 3 - Chair Pedersen, Commissioner Rose and Vice Chair Venturi

Absent 1 - Commissioner Calabresa

2. APPROVAL OF MINUTES

2.1 [13-0465](#)

Minutes from February 27, 2013

Attachments: [2.27.13 Minutes Revised](#)

A motion was made by Member Venturi, seconded by Member Rose, that this item be approval of minutes. The motion carried unanimously.

Aye: 3 - Chair Pedersen, Commissioner Rose and Vice Chair Venturi

Absent: 1 - Commissioner Calabresa

2.2 [13-0600](#)

Minutes from April 24, 2013

Attachments: [4.24.13 Minutes](#)

A motion was made by Member Venturi, seconded by Member Rose, that this item be approval of minutes. The motion carried unanimously.

Aye: 3 - Chair Pedersen, Commissioner Rose and Vice Chair Venturi

Absent: 1 - Commissioner Calabresa

3. CHAIR'S REMARKS

The Chairman 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 [13-0599](#)

Amendment to 2012 Village of Fox Lake Watermain Project

Attachments: [Fox Lake Amendement Supporting Doc](#)

Ms. Brenda O'Connell presented an overview of Fox Lake's amendment request, which would change the 2012 Public Infrastructure (PI) project from the construction of new water main to the replacement of fire hydrants within the same census tract. In answer to a question, Ms. Janel Gomez stated that the request arose from a change in leadership, which led to adjustments in the Village's Capital Improvement Plan (CIP) and budget. Additionally, Fox Lake has experienced a reduction in revenues, partly due to many customers not paying their water bills, which further limited its available resources. The Village would utilize the grant funds of \$97,369 for the project, but would only contribute the minimally-required leverage of 20% (\$24,342), rather than the 64% (\$172,000) proposed within its application. Responding to another question, Ms. Gomez said that she had reviewed all of the 2012 PI applications and suggested that the reduction in matching funds would have produced a lower score, and therefore, possibly a reduced funding recommendation. A discussion ensued.

A motion was made by Member Venturi, seconded by Member Rose, to move the amendment to the 2012 Village of Fox Lake Watermain Project to the full Community Development Commission (CDC) meeting. The motion carried unanimously.

Aye: 3 - Chair Pedersen, Commissioner Rose and Vice Chair Venturi

Absent: 1 - Commissioner Calabresa

6.2 [13-0464](#)

Joint Resolution to Approve a Revised 2013 Annual Action Plan to the US Department of Housing and Urban and Development (HUD)

Attachments: [PY2013 Action Plan Amended May 2013](#)
[2013 Action Plan Changes](#)

Ms. O'Connell said that, after CDC approval during April's meeting of HUD's requested changes to the 2013 Annual Action Plan (Plan), HUD requested additional changes. She pulled the amendment from the next step in the County's approval process, in order to address the new requirements and present the changes as one amendment. Lake County's new HUD representative requested that additional content, present within other CDC documents, be incorporated within the Plan, along with content required to meet recent changes in regulations. Ms. O'Connell explained that these changes did not affect the recommended awards in any manner. Member Rose commended Ms. O'Connell on her decision to withdraw the original amendment in order to rework the resolution to include all of HUD's requirements within one item.

A motion was made by Member Venturi, seconded by Member Rose, to move the Joint Resolution to approve the revised 2013 Annual Action Plan forward to the full CDC for consideration. The motion carried by the following vote:

Aye: 3 - Chair Pedersen, Commissioner Rose and Vice Chair Venturi

Absent: 1 - Commissioner Calabresa

6.3 [13-0601](#)

Discussion of the Memo on Community Development Commission (CDC) Meeting

Location

Attachments: [CDC Meeting Location 5.22.13](#)

After the distribution of maps showing funded agencies' locations to the two County Board members in the audience, Chairman Pedersen addressed the issue of CDC meeting location. Currently, only one meeting per year is held outside of the County Complex in Waukegan, as required by the Citizens Participation Plan (CPP). Further review of the CPP revealed that any issue requiring two public hearings necessitated that one of those hearings be held at a different venue. The Chairman spoke of the possibility of holding quarterly meetings at the Central Permit Facility (CPF), scheduled to meet both of those aforementioned requirements. Staff sought direction from, and will continue to work with, the State's Attorney's Office (SAO), should the CDC direct a change to its by-laws. Chairman Pedersen asked for comments from County Board members Cunningham and Nixon. Commissioner Cunningham, a member of the CDC, stated that she was agreeable to quarterly meetings at the CPF. Commissioner Nixon expressed her concern about moving the meetings and asked if HUD controlled the meeting location. Ms. O'Connell said that HUD only required the County to have a CPP and to follow it.

A motion was made by Member Venturi and seconded by Member Rose, to direct Staff to work with the SAO on an amendment to the CDC by-laws pertaining to holding quarterly meetings at the CPF. The motion passed unanimously.

7. STAFF REPORTS

Ms. O'Connell announced that a new planner, Jordan Bartle, had joined Community Development. He will work on affordable housing projects, especially the Neighborhood Stabilization Program. Mr. Bartle will be introduced during the next CDC meeting.

8. ADJOURNMENT

The meeting was adjourned at 6:38 p.m.