

Lake County Illinois

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



Agenda Report - Final

Thursday, July 30, 2015

2:30 PM

**Central Permit Facility - 2nd floor Conference Room
500 W. Winchester Road, Libertyville, IL 60048**

**Housing and Community Development Commission
- Executive Committee**

1. ROLL CALL

2. APPROVAL OF MINUTES

2.1 [15-0766](#)

Approval of the June 10, 2015 Minutes

Attachments: [6.10.15 Exec Comm Minutes.pdf](#)

3. CHAIR'S REMARKS

4. PUBLIC COMMENTS (items not on the agenda)

5. OLD BUSINESS

6. NEW BUSINESS

6.1 [15-0755](#)

2014 CAPER - Open Projects Report

- At previous HCDC meetings, Commissioners have requested information about projects that had remaining balances at the end of the program
- A report that will be distributed at the HCDC Meeting shows those projects with balances and their expenditure deadline and anticipated completion date

6.2 [15-0757](#)

Approval of the 2014 Consolidated Annual Performance and Evaluation Report (CAPER)

- The CAPER is a required annual report of our grant activities. It is a follow up to the Action Plan. The 2014 CAPER reports accomplishments during the 2014 program year (May 1, 2014 to April 30, 2015) for CDBG, ESG and HOME funds.
- Upon approval by the CDC, the CAPER will be submitted to HUD.
- The complete CAPER is available at:
<http://www.lakecountyil.gov/Planning/CommunityDevelopment/Pages/CAPER.aspx>

6.3 [15-0754](#)

Election of HCDC Officers

- Per the HCDC by-laws, the HCDC needs to elect a chair and vice chair to serve for a term of two years.

6.4 [15-0769](#)

Nomination and Election of Executive Committee Members

- The HCDC by-laws call for the election of Executive Committee members at the same meeting at which election of Commission officers occurs.
- The Chairman & Vice-Chairman of the full Commission are automatically members of the Executive Committee; the remaining four members of the Executive Committee are to be elected by the full Commission.
- The six members of the Executive Committee, per the HCDC by-laws, shall be comprised of two members from each of the three groups of Commission members: 1)

County Board members; 2) Mayors, Village Presidents, Township Supervisors; and 3) citizen representatives.

- Nominations will be taken from the floor, followed by the election of these Executive Committee members.

6.5 [15-0753](#)

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

- On March 30, 2015, an RFQ was released for organizations to administer a Fair Housing Program for the 2015 and 2016 program years (May 1, 2015 to April 30, 2017) funded with CDBG public services funds.
- The purpose of the Fair Housing Program is to ensure compliance with the Federal Fair Housing Act, part of the Civil Rights Act of 1968.
- Qualified organizations must be able to provide: 1) Education & Outreach; 2) Counseling/Referrals; 3) Investigation & Testing; 4) Mediation/Legal Services; and 5) Communications & Marketing. Ability to provide enforcement of the Act is preferred.
- One organization, Prairie State Legal Services, responded in full to the RFQ. This response has been reviewed by the Executive Committee, which on the basis of this review will make a recommendation to the full Housing and Community Development Commission.
- Since May 2011, Prairie State has been the recipient of CDBG funds from Lake County, Waukegan and North Chicago to operate the Fair Housing Program for Lake County.

6.6 [15-0758](#)

Joint resolution adopting the Lake County HOME Investment Partnerships Program (HOME) Homebuyer Policy: Underwriting, Lending and Refinancing Guidelines and the Lake County HOME Consortium: Recapture and Resale Provisions.

- In August 2013, HUD issued a revised HOME rule that governs the administration of the HOME program on the part of the Lake County Consortium.
- The County, as lead entity for the Consortium, is required to establish a written policy for Homebuyer programs and projects providing direct assistance to homebuyers as related to underwriting, lending, and refinancing guidelines along with provisions regulating the period of affordability and the return of HOME funds in the case of default or sale.
- Community Development staff worked with local partners to draft said policy and adoption of the policy will net continued compliance with HOME rule requirements in accordance with HUD deadlines.

Attachments: [HOMEHomebuyer policy 2015.pdf](#)
[Resale Recapture Policy 2015.pdf](#)

7. STAFF REPORTS

8. ADJOURNMENT