

Lake County Illinois

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



Minutes Report - Draft

Wednesday, February 10, 2016

3:30 PM

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

Housing and Community Development Commission

1. **ROLL CALL**

Vice-Chairman Pedersen called the Housing and Community Development Commission (HCDC) meeting to order at 3:31 p.m.

Guests: Edward Beckstrom and Gregorio Resendiz of Consumer Credit Counseling Service of Northern Illinois; Chris Bouchard of HRMG; Mary Ellen Saunders of ElderCARE@ChristChurch; Mark Ingram and Linda Berkowitz of Glenkirk; Ben Richards of Youth Conservation Corps; Suzanne Christensen of PADS Lake County; Victoria Raier and Daniel Knefley of Lambs Farm; Mary Ellen Tamasy of Lake County Residential Development Corporation; Sonolito Bronson of the City of Zion; Frank Koehler of the City of North Chicago; and Laura Hamilton of the City of Waukegan

Staff: Jodi Gingiss, Brenda O'Connell, Monika Bobo, Eric Foote, Sarah Walsh and Laura Walley

Present 13 - Karl Molek, Harriet Rosenthal, Carol Calabresa, Linda Pedersen, Steve Carlson, Mary Cunningham, Virginia Mulligan, Sandra Hart, Diane Hewitt, Dan Venturi, Janet Swartz, Joel Sikes and Michael Meehan

Excused 3 - Ray Rose, Glenn Swanson and Joe Mancino

2. **APPROVAL OF MINUTES**

2.1 **16-0162**

Approval of the January 13, 2016 Minutes

Attachments: [1.13.16 Minutes.pdf](#)

A motion was made by Commissioner Swartz, seconded by Commissioner Rosenthal, to approve the January 13, 2016 minutes. The motion carried by the following vote:

Aye 10 - Commissioner Rosenthal, Commissioner Calabresa, Vice-Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz and Commissioner Meehan

Not Present 3 - Commissioner Molek, Commissioner Hart and Commissioner Sikes

3. **CHAIR'S REMARKS**

Vice-Chairman Pedersen welcomed Commissioner Meehan to the HCDC, saying that she looked forward to working with him. She then announced that Commissioner Russell had resigned from the HCDC due to health reasons.

4. **PUBLIC COMMENTS (items not on the agenda)**

Ms. Mary Ellen Saunders, recently retired from ElderCARE@ChristChurch, thanked the HCDC and the Lake County Board for their work towards the improvement of life for the citizens of Lake County. The support for the community's senior citizens was evident through the many years of funding awards for ElderCARE. She then spoke of the services provided by the agency and how the awards had positively affected the recipients of those services.

Commissioner Calabresa thanked Ms. Saunders for her years of service as a spokesperson for ElderCARE, as she had provided valuable information to the HCDC to

help with the application review process.

Commissioner Cunningham spoke about the good work provided by ElderCARE and thanked Ms. Saunders for her participation in those services.

Commissioner Carlson thanked Ms. Saunders for her work with the Lake County Coordinated Transportation Service Board.

5. OLD BUSINESS

There was no old business.

6. NEW BUSINESS

6.1 16-0160

Results of the January 27, 2016 Point-in-Time Homeless Count

Presented by Brenda O'Connell, Continuum of Care Coordinator

Commissioner Cunningham spoke about helping find homeless persons during the Point-in-Time Count and the places that were visited during the Count.

6.2 16-0156

Presentation on the 2016 Housing & Community Development Action Plan

Presented by Jodi Gingiss, Community Development Administrator; Brenda O'Connell, Continuum of Care Coordinator; Monika Bobo, Affordable Housing Planner; and Eric Foote, Planner

6.3 16-0157

PUBLIC HEARING - LAKE COUNTY CONSORTIUM 2016 HOUSING & COMMUNITY DEVELOPMENT ANNUAL ACTION PLAN

Motion: To open the Public Hearing at 4:25 p.m.

Motion Made By: Daniel Venturi

Motion 2nd By: Janet Swartz

Motion approved

Mr. Mark Ingram, of Glenkirk, thanked the HCDC for its continued support of his agency and people with disabilities. The proposed grant funds will be used to rehabilitate a group home to make it more accessible, thus increasing the independence of the agency's clients who will reside there.

Mr. Edward Beckstrom, of Consumer Credit Counseling Service of Northern Illinois, presented information on the services provided by the agency and on the number of households assisted through its programs. He thanked the HCDC for its support of the agency and then introduced Mr. Gregorio Resendiz, who also expressed appreciation of the HCDC's funding recommendation. Mr. Beckstrom explained that Mr. Resendiz provides assistance to the residents of Lake County,

Ms. Sonolito Bronson, of the City of Zion, thanked the Commission for the funding recommendations to help demolish unsafe buildings, improve the sidewalks in the business districts and provide ADA-compliant playground equipment for the City's

children. The recommended funds will serve as a vital piece in Zion's efforts to improve the lives of its residents and also improve its business districts.

Mr. Frank Koehler, of the City of North Chicago, introduced himself to the HCDC, stating that he was the City's Interim Economic Development and Community Development Director and that he looked forward to working with the Commission.

Mr. Ben Richards, of Youth Conservation Corps, thanked the HCDC for its funding recommendation and then provided information about his agency's programs to help Lake County's youth.

Vice-Chairman thanked the organizations for all of the work that they perform for the County and its residents.

Motion: To close the Public Hearing at 4:32 p.m.

Motion Made By: Janet Swartz

Motion 2nd By: Mary Cunningham

Motion approved

6.4 16-0050

Joint resolution approving the 2016 Housing & Community Development Annual Action Plan and authorizing the execution of all necessary correspondence to distribute this Plan to the U.S. Department of Housing and Urban Development and to implement this Plan.

- The last Housing & Community Development Commission (HCDC) meeting provided direction to develop the 2016 Action Plan on behalf of the Lake County Consortium which contains Lake County and the cities of Waukegan and North Chicago, consisting of all proposed 2016 projects plus information required by the U.S. Department of Housing & Urban Development (HUD). Grant amounts in this initial Public Hearing version of the 2016 Action Plan are based upon 2015 grant amounts.
- Upon release by HUD of its 2016 grant amounts (expected in mid-February), staff will adjust grant awards on a pro-rata basis to balance the final 2016 Action Plan with actual grant amounts. The four Advisory & Recommendation Committees (ARC) of the HCDC will review actual grant amounts in the 2016 Action Plan at the ARC meetings on February 26, 2016 in advance of Lake County Board review on March 8, 2016.
- The 2016 Action Plan Public Hearing version has been publically available since February 1, the start of the required 30 day public comment period. Responses to all public comments received before March 3, 2016 will be contained in the final version of the 2016 Annual Action Plan to be approved by Lake County Board on March 8, 2016.

A motion was made by Commissioner Swartz, seconded by Commissioner Mulligan, to approve the Joint Resolution approving the 2016 Annual Action Plan and authorize the execution of all necessary correspondence to distribute the Plan to HUD and to implement the Plan. The motion carried by the following vote:

Aye 13 - Commissioner Molek, Commissioner Rosenthal, Commissioner Calabresa, Vice-Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz, Commissioner Sikes and Commissioner Meehan

6.5 16-0163

Joint resolution authorizing grant awards from the 2016 Lake County Affordable Housing Program (LCAHP)

- The Housing & Community Development Commission (HCDC) has been charged with developing funding recommendations for the Lake County Affordable Housing Program (LCAHP).
- FY2016 LCAHP funds were made available for application concurrently with other housing & community development funding for HUD program year 2016.
- The HCDC's Affordable Housing Application Review Committee (ARC) reviewed and made funding recommendations as noted in the provided attachment.
- A vote is requested of the HCDC to recommend to Lake County Board the following LCAHP FY2016 funding: \$41K for Affordable Housing Corporation of Lake County; \$30K for LCAHP administration (Lake County Community Development); \$50K for tenant-based rental assistance (Catholic Charities); \$17K for credit repair and foreclosure prevention counseling (Consumer Credit Counseling Services); \$76K for acquisition/rehab/rental in Highland Park, Highwood or Lake Forest (Community Partners for Affordable Housing); \$32.5K for rehabilitation of a group home (Glenkirk); and \$53.5K for rehabilitation of a donated North Chicago home for training purposes (Youth Conservation Corps).

Attachments: [PY2016 LCAHP ONLY.pdf](#)

A motion was made by Commissioner Cunningham, seconded by Commissioner Hewitt, to approve the Joint Resolution authorizing grant awards for the 2016 Lake County Affordable Housing Program. The motion carried by the following vote:

Aye 13 - Commissioner Molek, Commissioner Rosenthal, Commissioner Calabresa, Vice-Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz, Commissioner Sikes and Commissioner Meehan

6.6 16-0159

Goal #9 Create Low/Mod Income Jobs: 2017 to 2019 Recommendation

- Since the target funding amount for Goal #9 (Create Low/Mod Income Jobs) is limited and the likelihood of a robust applicant pool for this new goal was low (due to low stakeholder awareness), the Public Improvements Advisory & Recommendation Committee (ARC) has for the first two years (2015 & 2016) of the 2015-19 Consolidated Plan recommended different pilot funding initiatives ranging from manufacturing hiring incentives to small business loans to façade rehabilitation.
- Given the opportunity to promote Goal #9 in the community for the past two years, staff anticipates significant levels of interest among stakeholders in future application rounds.
- Consequently, in advance of the 2017 application round for housing & community development funding, a vote by the HCDC is requested to include Goal #9: Create Low/Mod Income Jobs in the 2017 version of the Public Improvements application.
- The 2017 Public Improvements application will be available for review by the HCDC at its meeting on June 15, 2016.

Attachments: [Goal9_2015_Program_Proposal.pdf](#)

[Goal9_2016_Pilot_Program_Proposal.pdf](#)

A motion was made by Commissioner Mulligan, seconded by Commissioner

Hewitt, to approve the inclusion of Goal #9 within the 2017 Public Improvements application. The motion carried by the following vote:

Aye 13 - Commissioner Molek, Commissioner Rosenthal, Commissioner Calabresa, Vice-Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz, Commissioner Sikes and Commissioner Meehan

6.7 16-0158

Joint resolution approving a Memorandum of Understanding (MOU) between Lake County, IL and the Village of Lake Villa, a recommended sub-recipient of 2016 Community Development Block Grant (CDBG) funds which authorizes the sub-recipient to incur costs prior to the 2016 CDBG award to Lake County by U.S. Department of Housing & Urban Development (HUD).

- A Community Development Block Grant (CDBG) funded project recommended in the 2016 Housing & Community Development Action Plan is the second phase of the Village of Lake Villa's CDBG-funded Cedar Avenue business district revitalization, so Lake Villa has requested permission to do these two projects simultaneously in mid-March or April 2016.
- Lake County expects to receive its annual CDBG entitlement grant agreement in June or July 2016.
- The U.S. Department of Housing & Urban Development (HUD) under 24 CFR 570.200(h) permits CDBG grantees such as Lake County to allow its CDBG sub-recipients to begin spending on CDBG projects prior to receipt by Lake County of its CDBG award.
- This MOU puts the Village of Lake Villa on notice that it bears the risk of incurring pre-award costs and that such risks include REIMBURSEMENT OF THESE EXPENSES IS COMPLETELY DEPENDENT ON THE CDBG 2016 GRANT AWARD PROVIDED BY HUD and a potential outcome where no CDBG funds are awarded to it.

Attachments: [Lake Villa MOU.pdf](#)

A motion was made by Commissioner Rosenthal, seconded by Commissioner Swartz, to approve the Joint Resolution approving the Memorandum of Understanding between Lake County and the Village of Lake Villa. The motion carried by the following vote:

Aye 12 - Commissioner Molek, Commissioner Rosenthal, Commissioner Calabresa, Vice-Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Swartz, Commissioner Sikes and Commissioner Meehan

Abstain 1 - Commissioner Venturi

6.8 16-0165

Joint resolution approving a Memorandum of Understanding (MOU) between Lake County, IL and the Little City Foundation, a recommended sub-recipient of 2016 Community Development Block Grant (CDBG) funds which authorizes the sub-recipients to incur costs prior to the 2016 CDBG award to Lake County by U.S. Department of Housing & Urban Development (HUD).

- A Community Development Block Grant (CDBG) funded project recommended in the 2016 Housing & Community Development Action Plan is the second phase of the acquisition and rehabilitation of single family home to house up to eight people with intellectual disabilities served by the Little City Foundation. In order to quickly house these clients, the Little City Foundation has requested permission to begin rehabilitation in

mid-March or April 2016.

- Lake County expects to receive its annual CDBG entitlement grant agreement in June or July 2016.
- The U.S. Department of Housing & Urban Development (HUD) under 24 CFR 570.200(h) permits CDBG grantees such as Lake County to allow its CDBG sub-recipients to begin spending on CDBG projects prior to receipt by Lake County of its CDBG award.
- This MOU puts the Little City Foundation on notice that it bears the risk of incurring pre-award costs and that such risks include REIMBURSEMENT OF THESE EXPENSES IS COMPLETELY DEPENDENT ON THE CDBG 2016 GRANT AWARD PROVIDED BY HUD and a potential outcome where no CDBG funds are awarded to it.

Attachments: [Little City MOU.pdf](#)

A motion was made by Commissioner Venturi, seconded by Commissioner Mulligan, to approve the Joint Resolution approving the Memorandum of Understanding between Lake County and the Little City Foundation. The motion carried by the following vote:

Aye 13 - Commissioner Molek, Commissioner Rosenthal, Commissioner Calabresa, Vice-Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz, Commissioner Sikes and Commissioner Meehan

7. STAFF REPORTS

Jodi Gingiss thanked the Commission for its work on the 2016 Annual Action Plan and said that she looked forward to the efforts toward completion of the recommended projects. This Action Plan signals the second year of the Five-year Consolidated Plan, so she asked the Commission to begin considering any tactical changes that might be needed during the Consolidated Plan's remaining three years, in order to make a greater impact on the key areas of the Consolidated Plan. These areas are Affordable Housing, Community Revitalization and addressing the Behavioral Health needs of Lake County. Any changes determined necessary by the HCDC for the 2017 application process will be discussed during along with a public hearing at the June 15, 2106 meeting.

8. ADJOURNMENT

A motion was made by Commissioner Venturi, seconded by Commissioner Cunningham, to adjourn the meeting at 4:40 p.m. The motion carried by the following vote:

Aye 13 - Commissioner Molek, Commissioner Rosenthal, Commissioner Calabresa, Vice-Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz, Commissioner Sikes and Commissioner Meehan