

Lake County Illinois

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



Minutes Report - Draft

Wednesday, February 12, 2020

2:30 PM

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

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

1. ROLL CALL

Chairman Pedersen called the meeting of the Housing and Community Development Commission (HCDC) Executive Committee to order at 2:37 p.m.

Guests: Ken Barber of Adelante Center for Entrepreneurship; Cassandra Torstenson of the County Administrator's Office; and Michael Meehan of the HCDC

Staff: Eric Waggoner, Jodi Gingiss, Dominic Strezo, Irene Marsh-Elmer, Eric Tellez and Laura Walley

Present 7 - Dan Venturi, Janet Swartz, Ray Rose, Linda Pedersen, Steve Carlson, Jennifer Clark and Billy McKinney

2. APPROVAL OF MINUTES

2.1 20-0307

Approval of the January 15, 2020 Minutes

Attachments: [1.15.20 Draft Minutes.pdf](#)

A motion was made by Commissioner Swartz, seconded by Vice-Chairman Venturi, to approve the January 15, 2020 minutes. The motion carried by the following vote:

Aye 7 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Rose, Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Clark and Commissioner McKinney

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

5.1 20-0301

Discussion: Review of 2019 Planning Process for the 2020-24 Plan for the U.S. Department of Housing & Urban Development (HUD) - "HUD Strategic Plan".

- The proposed Lake County 2020-24 Plan for the U.S. Department of Housing & Urban Development ("HUD Strategic Plan") is focused on achieving the following goals: (1) Improve homeless crisis response system; (2) Assist People with Special Needs; (3) Maximize Affordable Housing; and (4) Prioritize Pathways for Economic Mobility. These goals plus four overlapping needs are illustrated in the attached Graphic of 2020-24 HUD Strategic Plan Needs & Goals.
- The proposed four HUD Strategic Plan Needs & Goals resulted from over fifty consultations with community agencies, a market analysis and a needs assessment ---all of which were released in the July 17, 2019 agenda of the Lake County Housing & Community Development Commission (HCDC) and discussed at two Public Hearings in 2019. Two community needs public hearings also were held. Additionally, the attached fair housing "AFH" graphic illustrates how HUD expects the County's draft 2019/20 Update to the 2014 Analysis of Impediments to Fair Housing Choice to influence its HUD Strategic Plan.

- At its October 18, 2019 meeting, the HCDC approved release in tandem of both a Call for Five-Year Strategic Plan Projects & Proven Housing Programs and an annual application process. The HCDC-approved policy memos, Grant Funding Allocation Policy and Instructions for the Five-Year Call are attached as HCDC 2020-24 Funding Allocation Guidelines and define the 2020-24 grant-making process. These documents will be reviewed.
- Over the next two months, additional planning documents will be released for discussion at HCDC, with two additional public hearings, resulting in completion of a HUD 2020-24 Strategic Plan by Lake County Board in May 2020. Final grant awards for 2020 will be approved by Lake County Board in June 2020 for submission to HUD.

Attachments: [Graphic 2020-24 HUD Strategic Plan Needs & Goals](#)
[Incorporating AFH into the Consolidated and Annual Action Plan](#)
[HCDC 2020-24 Funding Allocation Guidelines](#)

Presented by Jodi Gingiss, Community Development Administrator

6. NEW BUSINESS

6.1 20-0304

Nomination and Election of Executive Committee Officers

- The full Housing & Community Development Commission elected the members of the Executive Committee at its January 15, 2020 meeting.
- The HCDC by-laws call for the election of Executive Committee officers at the first meeting after the Committee's appointment.
- Nominations will be taken from the floor, followed by the election of these officers.

Attachments: [HCDC Executive Committee Members Jan 2020](#)

Presented by Jodi Gingiss, Community Development Administrator

Motion: To nominate Linda Pedersen to serve as Chairman of the Executive Committee.

Motion Made By: Daniel Venturi

Motion 2nd By: Janet Swartz

Motion approved

Motion: To nominate Daniel Venturi to serve as Vice-Chairman of the Executive Committee.

Motion Made By: Janet Swartz

Motion 2nd By: Ray Rose

Motion approved

6.2 20-0305

Appointment of Advisory & Recommendation Committee (ARC) members

- Advisory & Recommendation Committees (ARCs) are responsible for reviewing applications or requests for funding; making recommendations of projects to be funded to the Executive Committee; and providing feedback to Community Development staff on

scoring and ranking decisions in order for appropriate technical assistance to be provided to applicants.

- There are four standing ARCs: 1) Public Improvements ARC; 2) Affordable Housing ARC; 3) Public Services ARC; and 4) Homeless Assistance ARC. The Public Improvements ARC includes decision-making for economic development funding and the Public Services ARC forms initial funding recommendations, based on current Lake County Board Financial Policies, for the grant-making of Video Gaming Revenue.
- The HCDC by-laws call for the Executive Committee to appoint each Commissioner to one ARC for a term of two years at the same meeting as the election of its officers.

Attachments: [ARC Membership 2020 Proposal](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Swartz, to approve the ARC memberships, as presented within the agenda packet. The motion carried by the following vote:

Aye 7 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Rose, Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Clark and Commissioner McKinney

6.3 20-0306

APPEALS HEARING (IF REQUESTED): 2020 Applications & Five-Year Call for Strategic Projects & Proven Housing Programs

No agencies requested an appeal, so there was no action required on this item.

7. STAFF REPORTS

Jodi Gingiss asked the Executive Committee (EC) members what topics they would like to have presented during upcoming HCDC meetings. Member Carlson asked about the transit ideas that have been discussed and how the limited funding allocations that could be recommended by the HCDC would prove sufficient to affect the County's transportation issues. Member Swartz requested presentations by current grant recipients, suggesting that this would also help the newer HCDC members to understand the programs provided by those entities. She asked that the entity profiles include information on any changes or struggles that the agencies or organizations have encountered recently. Member Venturi suggested that Community Development staff provide the presentations and that they occur during the appropriate Advisory & Recommendation Committee (ARC) meetings, due to the large number of entities that these updates would entail. Member Clark suggested that the updates also highlight each entity's recent accomplishments.

Jodi Gingiss informed the EC that the City of Zion had submitted several property sites for proposed 5-year projects and the reviews would be divided across several ARCs.

8. ADJOURNMENT

A motion was made by Vice-Chairman Venturi, seconded by Commissioner McKinney, to adjourn the meeting at 3:11 p.m. The motion carried by the following vote:

Aye 7 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Rose,
Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Clark
and Commissioner McKinney