

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, November 15, 2017

2:30 PM

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

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

1. ROLL CALL

Chairman Pedersen called the Housing and Community Development Commission (HCDC) Executive Committee (EC) meeting to order at 2:32 p.m.

Guests: Celeste Flores of Faith in Place; and Mary Cunningham and Michael Meehan of the Housing and Community Development Commission

Staff: Jodi Gingiss, Eric Foote, Dominic Strezo and Laura Walley

Present 5 - Dan Venturi, Janet Swartz, Carol Calabresa, Steve Carlson and Linda Pedersen

Excused 1 - Ray Rose

2. APPROVAL OF MINUTES

2.1 [17-0340](#)

Approval of the February 15, 2017 Minutes

Attachments: [2.15.17 Exec Minutes.pdf](#)

A motion was made by Commissioner Swartz, seconded by Vice-Chairman Venturi, to approve the February 15, 2017 minutes. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa, Ex-Officio Member Carlson and Chairman Pedersen

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

There was no old business.

6. NEW BUSINESS

6.1 [17-1297](#)

Appointment of Advisory & Recommendation Committee (ARC) members

Attachments: [ARC Membership 2017.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

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

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa, Ex-Officio Member Carlson and Chairman Pedersen

6.2 [17-1292](#)

Revised Lake County Consortium Property Rehabilitation Standards

Attachments: [Lake County HOME Consortium Property Rehabilitation Standards Novem](#)
[Lake County HOME Consortium Property Rehabilitation Standards Novem](#)

Jodi Gingiss, Community Development Administrator, informed the EC that Monika Bobo had left Lake County and will be working for the Illinois Housing Development Authority as a member of its staff counsel. Prior to leaving Lake County, Ms. Bobo revised the County's Consortium Property Rehabilitation Standards, which the Administrator then presented.

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Calabresa, to forward the revised Lake County Consortium Property Rehabilitation Standards to the HCDC for approval. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa, Ex-Officio Member Carlson and Chairman Pedersen

6.3 [17-1291](#)

Zion Woods Rental Housing Development

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Swartz, to forward the proposed reallocation and replacement of funds for the Zion Woods Rental Housing Development project to the HCDC for approval. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa, Ex-Officio Member Carlson and Chairman Pedersen

6.4 [17-1293](#)

Staff Recommendation: Reallocation of 2017 CDBG Housing Grant Funds

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Swartz, to forward the reallocation proposal for the 2017 CDBG Housing Grant Funds to the HCDC for approval. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa, Ex-Officio Member Carlson and Chairman Pedersen

6.5 [17-1294](#)

Staff Recommendation: Reallocation of 2015 CDBG Job Creation Funds

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Calabresa, to forward the 2015 Job Creation reallocation proposal to the HCDC for approval. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa,
Ex-Officio Member Carlson and Chairman Pedersen

6.6 [17-1296](#)

Joint resolution authorizing reallocation of 2017 grant award and program income from the Lake County Affordable Housing Program (AHP).

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Swartz, seconded by Vice-Chairman Venturi, to forward the joint resolution authorizing reallocation of 2017 grant award and program income from the Lake County AHP to the HCDC for approval. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa,
Ex-Officio Member Carlson and Chairman Pedersen

7. STAFF REPORTS

Dominic Strezo, Environmental Project Coordinator, reported that applications for two \$300,000 U. S. Environment Protection Agency (EPA) Brownfields Assessment grants were being finalized for submission. The applications would be submitted by a coalition consisting of Waukegan, North Chicago, Zion, Mundelein, Fox Lake and Lake County. Funding decisions are expected in May of 2018, with the funds to be used to assess contaminated sites.

Eric Foote, Grant Administration Specialist, provided an update on the status of the Family First elevator project, which is nearing completion. The contractor still owed \$3,000, after which repayment the elevator installation will be completed by the sub-contractor.

8. ADJOURNMENT

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Swartz, to adjourn the meeting at 3:12 p.m. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa,
Ex-Officio Member Carlson and Chairman Pedersen