

# Lake County Illinois

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



## Meeting Minutes - Final

Wednesday, October 10, 2018

3:30 PM

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

**Housing and Community Development Commission**

**1. ROLL CALL**

*Chairman Rose called the meeting to order at 3:39 p.m.*

*Guests: Mary Ellen Tamasy of Lake County Residential Development Corporation; Kim Ulbrich of Community Partners for Affordable Housing; and Rob Anthony, of the Affordable Housing Corporation of Lake County*

*Staff: Jodi Gingiss, Eric Foote, Dominic Strezo, Irene Marsh-Elmer and Laura Walley*

**Present** 10 - Dan Venturi, Janet Swartz, Carol Calabresa, Mary Cunningham, Linda Pedersen, Diane Hewitt, Michael Meehan, Ray Rose, Bethany Williams and Stephen Henley

**Excused** 5 - Joel Sikes, Sandy Hart, Steve Carlson, Anne Flanigan Bassi and Mary Dominiak

**2. APPROVAL OF MINUTES**

**2.1 [18-1282](#)**

Approval of the September 12, 2018 Minutes

**Attachments:** [9.12.18 Minutes.pdf](#)

**A motion was made by Commissioner Henley, seconded by Commissioner Meehan, to approve the September 12, 2018 minutes. The motion carried by the following vote:**

**Aye** 9 - Commissioner Venturi, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Meehan, Chairman Rose and Commissioner Henley

**Not Present** 1 - Commissioner Williams

**3. CHAIR'S REMARKS**

*Chairman Rose informed the HCDC that the County Board had approved \$80,000 in Video Gaming funds for United Way of Lake County for the implementation of the 211 system. Commissioner Pedersen stated that the County Board was excited and appreciative that the 211 system was being implemented, as Illinois is one of only two states that do not have this system. Commissioner Calabresa thanked Community Development staff for its diligence in helping to advance this project. Commissioner Cunningham said that attending an informative session on 211 at the recent NaCO conference provided her with information that helped her understand and appreciate the opportunities that the 211 system could provide. Staff informed the HCDC that the system's launch was still several months in the future and that the Communications Department would inform the municipalities and townships of the launch date.*

**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 [18-1286](#)**

Discussion: Grant Performance Update (October 2018)

**Attachments:** [Grant Performance Update.pdf](#)

*Presented by Jodi Gingiss, Community Development Administrator, and Dominic Strezo, Environmental Project Coordinator*

**6.2 [18-1288](#)**

Commission action adopting a formal policy for allocating community development and housing grant funds.

**Attachments:** [Grant Funding Allocation Policy.pdf](#)  
[Reallocation Tracker.pdf](#)

*Presented by Jodi Gingiss, Community Development Administrator*

**A motion was made by Commissioner Venturi, seconded by Commissioner Swartz, to approve the formal policy for allocating community development and housing grant funds. The motion carried by the following vote:**

**Aye** 10 - Commissioner Venturi, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Meehan, Chairman Rose, Commissioner Williams and Commissioner Henley

**6.3 [18-1290](#)**

Commission action to transfer AHC & LCRDC grant funding to CPAH (merged entity)

**Attachments:** [AHC Letter to Lake County 10-2-18.pdf](#)  
[CPAH Letter to Lake County 10-5-18.pdf](#)

*Presented by Jodi Gingiss, Community Development Administrator*

**A motion was made by Commissioner Venturi, seconded by Commissioner Swartz, to approve the request to transfer AHC & LCRDC grant funding to CPAH (merged entity). The motion carried by the following vote:**

**Aye** 10 - Commissioner Venturi, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Meehan, Chairman Rose, Commissioner Williams and Commissioner Henley

**6.4 [18-1289](#)**

Commission action to allocate CDBG funds for purchase of site for affordable housing by non-profit housing developer

**Attachments:** [Lakeview Pointe HCDC Request Letter.pdf](#)

*Presented by Jodi Gingiss, Community Development Administrator, and Dominic Strezo,*

*Environmental Project Coordinator*

**A motion was made by Commissioner Swartz, seconded by Vice-Chairman Pedersen, to approve the request to allocate CDBG funds for the purchase of a site for affordable housing by a non-profit housing developer. The motion carried by the following vote:**

**Aye** 10 - Commissioner Venturi, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Meehan, Chairman Rose, Commissioner Williams and Commissioner Henley

**6.5 [18-1291](#)**

PUBLIC HEARING - First amendment to the 2018 Annual Action Plan for the U.S. Department of Housing & Urban Development (HUD)

*Presented by Jodi Gingiss, Community Development Administrator, and Dominic Strezo, Environmental Project Coordinator*

*Motion: To open the public hearing at 4:18 p.m.*

*Motion Made By: Daniel Venturi*

*Motion 2nd By: Carol Calabresa*

*Motion approved*

*There were no public comments.*

*Motion: To close the public hearing at 4:20 p.m.*

*Motion Made By: Daniel Venturi*

*Motion 2nd By: Janet Swartz*

*Motion approved*

**6.6 [18-1292](#)**

Joint resolution approving First Amendment to the 2018 United States Housing and Urban Development (HUD) Action Plan.

**Attachments:** [2018 AAP First Amendment Redline.pdf](#)

*Presented by Jodi Gingiss, Community Development Administrator, and Dominic Strezo, Environmental Project Coordinator*

**A motion was made by Commissioner Venturi, seconded by Commissioner Calabresa, to approve the joint resolution approving the First Amendment to the 2018 Annual Action Plan. The motion carried by the following vote:**

**Aye** 10 - Commissioner Venturi, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Meehan, Chairman Rose, Commissioner Williams and Commissioner Henley

**6.7 [18-1293](#)**

Joint resolution approving an update to the Neighborhood Stabilization Program (NSP) Round 1 Substantial Amendment.

**Attachments:** [2018 NSP 1 Action Plan Amendment.pdf](#)

*Presented by Jodi Gingiss, Community Development Administrator, and Dominic Strezo, Environmental Project Coordinator*

**A motion was made by Commissioner Swartz, seconded by Commissioner Williams, to approve the joint resolution approving an update to the Neighborhood Stabilization Program Round 1 Substantial Amendment. The motion carried by the following vote:**

**Aye** 10 - Commissioner Venturi, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Meehan, Chairman Rose, Commissioner Williams and Commissioner Henley

## **7. STAFF REPORTS**

*Jodi Gingiss, Community Development Administrator, reminded the HCDC about the upcoming Advisory and Recommendation Committee meetings that were scheduled within the next three months. During these meetings, the members will consider the funding applications submitted for PY2019 funds, so it is very important that the members attend.*

## **8. ADJOURNMENT**

**A motion was made by Commissioner Venturi, seconded by Commissioner Cunningham, to adjourn the meeting at 4:23 p.m. The motion carried by the following vote:**

**Aye** 10 - Commissioner Venturi, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Meehan, Chairman Rose, Commissioner Williams and Commissioner Henley