

Lake County Illinois

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



Meeting Minutes

Wednesday, November 18, 2015

2:30 PM

10th floor Conference Room C
18 N. County Street, Waukegan, IL 60085

**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 2:35 p.m.

Guests: Sandra Hart of the Lake County Board

Staff: Eric Waggoner, Jodi Gingiss, Monika Bobo, Eric Foote and Laura Walley

Present 6 - Dan Venturi, Janet Swartz, Burnell Russell, Carol Calabresa, Linda Pedersen and Steve Carlson

Excused 1 - Ray Rose

2. APPROVAL OF MINUTES

2.1

Approval of the September 9, 2015 Minutes

Attachments: [9.09.15 Exec Minutes.pdf](#)

A motion was made by Commissioner Russell, seconded by Commissioner Calabresa, to approve the September 9, 2015 minutes. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Russell, Commissioner Calabresa and Chairman Pedersen

Not Present 1 - Ex-Officio Member Carlson

3. CHAIR'S REMARKS

Chairman Pedersen announced that Commissioner Krapf would be honored during the upcoming HCDC meeting for his 25 years of service. He will no longer be a member of the Commission. Additionally, she announced that Commissioner Armstrong had resigned from the HCDC, effective as of December 31, 2015. A new member, Mr. Joel Sikes, would be in attendance during the upcoming meeting.

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

Discussion of 2010-2014 Performance

Attachments: [2010-14 Performance vs Goals.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

6.2

New Project - Bridge House Treatment Center Rehabilitation & Accessibility Modifications

Presented by Jodi Gingiss, Community Development Administrator

The Executive Committee considered two options - one option to save the unallocated funds for the upcoming application round and the other option to consider a specific urgent need project recommended by staff.

A motion was made by Commissioner Calabresa, seconded by Vice-Chairman Venturi, to forward Nicasa's Bridge House Treatment Center Rehabilitation and Accessibility project to the HCDC for approval. The motion carried by the following vote:

Aye 6 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Russell, Commissioner Calabresa, Chairman Pedersen and Ex-Officio Member Carlson

6.3

Project Change - North Chicago Strategic Revitalization

Attachments: [LCRDC Commission Request.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

The Executive Committee considered two options - one option to save the unallocated funds for the upcoming application round and the other option to consider a specific urgent need project recommended by staff.

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Swartz, to forward LCRDC's North Chicago Strategic Revitalization project change request to the HCDC for approval. The motion carried by the following vote:

Aye 6 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Russell, Commissioner Calabresa, Chairman Pedersen and Ex-Officio Member Carlson

6.4

Project Change - Village of Mundelein CDBG 2013

Attachments: [Village of Mundelein CDBG 2013 Project Change.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Swartz, to forward the Village of Mundelein's request for a PY2013 Public Improvement project change to the HCDC for approval. The motion carried by the following vote:

Aye 6 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Russell, Commissioner Calabresa, Chairman Pedersen and Ex-Officio Member Carlson

6.5

Project Change - Village of Highwood CDBG 2014

Attachments: [700 N Sheridan Highwood IL.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Vice-Chairment Venturi, seconded by Commissioner

Swartz, to forward the Village of Highwood's PY2014 Public Improvement project change request to the HCDC for approval. The motion carried by the following vote:

Aye 6 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Russell, Commissioner Calabresa, Chairman Pedersen and Ex-Officio Member Carlson

6.6

Project Change - Village of Wauconda CDBG 2014

Attachments: [Location Map.pdf](#)
[Project Description.pdf](#)
[Res No 2015R12 CDBG Funds.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Swartz, to forward the Village of Wauconda's PY2014 Public Improvement project change request to the HCDC for approval. The motion carried by the following vote:

Aye 6 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Russell, Commissioner Calabresa, Chairman Pedersen and Ex-Officio Member Carlson

6.7

AMENDMENTS TO 2013 & 2014 ACTION PLANS

Attachments: [AP amendment memo.pdf](#)
[2013AP 8th Amend.pdf](#)
[PY2014 AP 4th Amendment.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Swartz, seconded by Vice-Chairman Venturi, to forward the amendments to the 2013 and 2014 Action Plans to the HCDC for approval. The motion carried by the following vote:

Aye 6 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Russell, Commissioner Calabresa, Chairman Pedersen and Ex-Officio Member Carlson

6.8

Proposal to Reduce Term of HOME Mortgage on Staben House

Attachments: [Staben House Staff Memo.pdf](#)

Presented by Monika Bobo, Affordable Housing Planner. Discussion noted that the Executive Committee recognizes the importance of long-term affordability. However, in this specific instance, the mortgage has already been in place for 19 years and the granting of the waiver will not practically impact the carrying out of Staben House's mission.

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Russell, to forward to the HCDC a request to decrease the term of Staben House's

HOME mortgage from 20 years to 19 years. The motion carried by the following vote:

Aye 6 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Russell, Commissioner Calabresa, Chairman Pedersen and Ex-Officio Member Carlson

7. STAFF REPORTS

There were no staff reports.

8. ADJOURNMENT

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Calabresa, to adjourn the meeting at 3:14 p.m. The motion carried by the following vote:

Aye 6 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Russell, Commissioner Calabresa, Chairman Pedersen and Ex-Officio Member Carlson