

**HOUSING AND COMMUNITY DEVELOPMENT COMMISSION**

Wednesday, March 11, 2015

3:30 p.m.

Central Permit Facility  
2<sup>nd</sup> Floor Conference Room

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**1.0 Roll Call**

Acting Chairperson Pederson called the Housing and Community Development Commission (HCDC) meeting to order at 3:35 p.m.

<u>X</u> Judy Armstrong	<u>X</u> Karl Molek
<u>X</u> Carol Calabresa	<u>X</u> Ginny Mulligan
<u>E</u> Steve Carlson (ex-officio)	<u>X</u> Linda Pedersen (Vice-Chairman)
<u>E</u> Mary Cunningham	<u>E</u> Ray Rose (Chairman)
<u>X</u> Sandra Hart	<u>E</u> Harriet Rosenthal
<u>X</u> Diane Hewitt	<u>X</u> Burnell Russell
<u>X</u> Leonard Krapf	<u>E</u> Glenn Swanson
<u>E</u> Aaron Lawlor (ex-officio)	<u>X</u> Janet Swartz
<u>E</u> Joe Mancino	<u>X</u> Daniel Venturi

Guests: Betsy Lassar of Lake County Housing Action Coalition; Michael Mader of AHCLC; Jennifer Serino of Workforce Development and Michael Knight of CASA.

Staff: Brittany Sloan, Jodi Gingiss, Jordan Bartle, and Sandi Friedman

**2.0 Approval of Minutes**

2.1 Approval of February 12, 2015 minutes

**Motion:** To approve the February 12, 2015 minutes

**Motion Made By:** Burnell Russell

**Motion 2nd By:** Diane Hewitt

**Motion approved**

**3.0 Chair's Remarks**

The Acting Chairperson had no remarks.

**4.0 Public Comment (items not on the agenda)**

Ms Gingiss introduced Mr. Mike Mader, AHC Director of Construction Services. He offered his assistance with information on NSP going forward.

Ms Gingiss introduced Michael Knight, volunteer for the non-profit CASA, who has been attending our HCDC meetings during the ConPlan process and spoke today about his concerns for CASA funding. Mr. Knight shared the various programs that CASA supports. They have 515 abused and neglected children they support. Kids in

foster care are more than likely not to graduate from high school and will have a difficult life. Many end up homeless. One of the things that can be done is have a volunteer work with these families as they go through hard times. The children age out of the program at age 21. We hope to help these individuals to make sound judgments by this age. There is supposition that the state government wants to change the age to end the program at age 18. It is not felt that sufficient training will be met with shortening the program, and commissioners requested this issue be placed on the county's legislative agenda. .

Mr. Knight thanked the commission for their past support and added that he hoped continued support will be positive.

Several ways other counties help with support were noted by Mr. Knight.

1. Court fee ranging from \$10 to \$30 that in other counties generate from \$7K to \$70K/yr.
2. Office space/utilities often provided by other counties currently cost CASA \$60K/yr.
3. Grants provided by other county courts range from \$2.5K to \$66K/yr.

## **5.0 Old Business**

There was no old business.

## **6.0 New Business**

### **6.1 15-0260**

Discussion on the Advisory & Recommendation Committee (ARC) input on the 2015 applications.

Ms Gingiss noted that the Lake County Board approved the five year Consolidated Plan its meeting yesterday.

HUD announced that the 2015 grants were down a total of 2.8% from last year. The amount for CDBG is \$2,412,691, HOME is \$1,041,188 and ESG is \$219,917. ESG had an 11.5% increase while CDBG was down 2.2% and HOME down 6.6. The 2015 Actual Amounts slide shared showed how the funding will be spread among the 10 goals. As far as target amounts we used the ratio approved by the board in December, 2014.

Ms Gingiss shared that the PS Services ARC approved a budget for the Fair Housing Program of \$70,000 of Lake County Public Services money and they approved staff recommendation to use a Request for Qualifications for Lake County Fair Housing Program. ARC liked the AI consultant's recommendation that we continue for several years. Previously, proposals were only for one year at a time. A change has been made and we are now doing the RFQ for a period of two years to build continuity. We

are asking that the ARC approves two years.

Hearing no further questions or comments, a motion was called.

**Motion:** To approve the ARC recommendation as presented

**Motion Made By:** Carol Calabresa

**Motion 2nd By:** Burnell Russell

**Motion approved**

## 6.2 15-0261

### County Workforce Development Department Overview

Ms Gingiss introduced Jennifer Serino, Director of Lake County Workforce Development. Ms Serino stated that the agency is federally grant funded through the Workforce Investment Act (WIA). Employers and job seekers are the two main customers.

The Lake County Job Center is located in Waukegan. Their focus is to help individuals needing more and/or new skill sets. The center addresses the skills gap in the changing workforce. The Workforce Investment Board manages strategies and oversight. Lake County Partners is the business outreach partner and the College of Lake County is the training partner for many of their programs. They work with individuals who are low skilled, under skilled, and those who recently lost their jobs by helping individuals needing basic skills, computer training and training in occupational ways for improving. They look to help the younger generation find first jobs and help work through training and ongoing assistance as needed. Job Center Services are provided free of charge. There are many training opportunities.

One other aspect of the program is a Summer Youth Employment Work Experience Program. This program enrolls 170+ Lake County youth who get exposure to their first jobs and learn workplace skills and responsibilities. They help with solutions for positions hard to fill and hard to retain jobs. Ms Serino noted that vulnerable populations needing assistance to transition to employment include: disabled individuals, veterans, disengaged young adults, long term unemployed, food stamp recipients and basic skills deficient. They work closely with Lake County Partners which focuses on the major industries in Lake County.

They have some grant funds available through the Workforce Investment Act (WIA) to help the opportunities grow. The WIA grant funds are used to pay tuition fees, books, certifications/credentialing and subsidize the employer for the extraordinary time to bring the candidate up to speed. They continually talk to employers about jobs today and job needs for tomorrow. Grant funds are available for some of those training opportunities to assist in growth.

Ms Pederson stated that a question came up earlier concerning monitoring of the Lake County Workforce Development Program. Ms Serino stated that they are required to and a program is in place. They track employment rates, wages and retention grades. Employment has to be between 75% and 85% to continue. Wages range between \$30,000 - \$60,000 a year. Wages average \$13 an hour but in some areas, like manufacturing, those salaries vary. There is a placement made after six months of training and after that there is a six month and 12 month follow-up visit made with the company that did the hiring. Mr. Venturi applauded the program and said his organization has had good personnel come to them from the program.

The committee thanked Ms Serino for her presentation.

Ms Gingiss discussed that the addition of Goal 9 in the Con Plan was added after researching program ideas. Grant funds totaling \$118,209 are available. Mr. Venturi asked if the employers sought were major companies or locally run businesses. Ms Serino stated that typically, employers who hire between 15 – 350 employees are targeted. Many of the employers have machine shops and industrial work.

### 6.3 15-0257

Action Approving Goal #9 Create Low/Mod Income Jobs: ARC Recommendation

Ms Gingiss reported that the Public Improvements Advisory & Recommendation Committee (ARC) recommends investing \$118,209 in CDBG 2015 funds in an existing Job Creation program managed by the Lake County Workforce Development Department. This existing program is scheduled to run out of funding in a few months, and addition of CDBG funding under Goal #9 would create 10-14 jobs at a cost of roughly \$7,800 to \$13,000 per job over the next 12 months.

CDBG funds would be granted through Lake County Workforce Development to local manufacturing companies as an incentive to hire local low-income workers with classroom training but no previous manufacturing work experience. Manufacturing jobs typically require skilled labor.

**Motion:** Approve Goal #9 Create Low/Mod Income Jobs: ARC Recommendation

**Motion Made By:** Dan Venturi

**Motion 2nd By:** Carol Calabresa

**Motion approved**

### 6.4 15-0250

Action approving 2015 Housing and Community Development Commission Applications and Requests for Proposals for selection of 2015 Action Plan projects and activities.

This action authorizes County staff to distribute the 2015 Housing and Community Development Application to Lake County municipalities and townships, and various for-profit and non-profit housing and community development agencies in Lake County and to issue the attached Request for Qualifications to administer the Lake County Fair Housing Program.

The Advisory and Recommendation Committees (ARCs) of the HCDC will meet on May 28 and 29, 2015 to review applications and compile recommendations for the June 10, 2015 HCDC meeting and 2015 Action Plan Public Hearing.

**Motion:** To approve 2015 Housing and Community Development Commission Applications and Requests for Proposals for selection of 2015 Action Plan projects and activities

**Motion Made By:** Diane Hewitt

**Motion 2nd By:** Carol Calabresa

**Motion approved**

#### 6.5 15-0265

##### PUBLIC HEARING - SEVERAL PREVIOUS PLAN AMENDMENTS

Hearing no comments, a motion was make to open the Public Hearing.

**Motion:** To open the Public Hearing at 4:05 pm

**Motion Made By:** Daniel Venturi

**Motion 2nd By:** Sandra Hart

**Motion approved**

Hearing no further comments or questions, a motion was made to close the Public Hearing.

**Motion:** To close the Public Hearing at 4:10 p.m.

**Motion Made By:** Daniel Venturi

**Motion 2nd By:** Janet Swartz

**Motion approved**

#### 6.6 15-0251

Joint resolution further amending the 2008 Neighborhood Stabilization Program (NSP1) and 2010 NSP3 Action Plans.

Ms Gingiss stated that Lake County Community Development started managing the Neighborhood Stabilization Program (NSP) in 2009. Previously, the Lake County Board approved 2008 NSP1 and 2010 NSP3 (NSP) Substantial Amendments for nearly \$6 million in combined NSP1 and NSP3 funds to be invested for housing in

areas hardest hit by foreclosures. In late 2013, the NSP3 Action Plan was amended for the expansion of target areas, clarification of the affordable rent definition and inclusion of additional eligible activities.

The estimated total amount of NSP estimate for programs income is \$12,548,011. The number of households benefiting from Lake County NSP work to date is 86 households (homeowners and renters). Jordan Bartle reported that the rehab and sale of NSP homes to eligible homeowners by the County's partners has generated an additional estimated \$6.6 million in NSP program income which has been, and will continue to be, reinvested according to NSP rules and regulations. Such program income has generated the need for further amendments to the 2008 NSP1 and 2010 NSP3 Action Plans and amendments to grant agreements with the County's NSP implementation partners - City of Waukegan, City of North Chicago, Affordable Housing Corporation of Lake County (AHC), and Lake County Residential Development Corporation (LCRDC).

Changes to the Substantial Amendments include budget increases due to program income, especially an ongoing commitment to meet the federal requirement that 25% of NSP funds be invested to benefit households below 50% of area median income. This requirement necessitates the funding of additional rental projects to be developed and leased by LCRDC in the City of Waukegan.

**Motion:** To approve the Joint resolution further amending the 2008 Neighborhood Stabilization Program (NSP1) and 2010 NSP3 Action Plans.

**Motion Made By:** Jan Swartz

**Motion 2nd By:** Sandra Hart

**Motion approved**

## 6.7 15-0252

Joint resolution approving 2013 and 2014 Housing and Urban Development (HUD) Action Plan Amendments.

Ms Gingiss reviewed the proposed amendments. HUD requires the submission of an Annual Action Plan and associated amendments to govern expenditure of federal housing and community development funding for each year of grant funding.

The Lake County HOME Investment Partnership (HOME) Consortium is comprised of Lake County and the Cities of Waukegan and North Chicago. They have requested changes in scope and timeline of previously approved grants of HOME Funds. The City of Waukegan HOME 2012 agreement will be extended for completion by May, 2017.

The Housing & Community Development Commission previously approved a scope change for the use of 2013 Community Development Block Grant (CDBG) funds by Avon Township.

Ms Swartz shared her concern regarding CHDO and the funding for administrative expenses. Funding many smaller projects might not make a dent in the overall aspect of the program. Ms Gingiss added that CHDO funds are project based. CPAH and LCRDC are funded through CHDO.

**Motion:** To approve a joint resolution approving 2013 and 2014 Housing and Urban Development (HUD) Action Plan Amendments

**Motion Made By:** Dan Venturi

**Motion 2nd By:** Diane Hewitt

**Motion approved**

**7. STAFF REPORTS**

None

**8. ADJOURNMENT**

**Motion:** To close the meeting at 4:30 p.m.

**Motion Made By:** Daniel Venturi

**Motion 2nd By:** Karl Molek

**Motion approved**