

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, October 10, 2018

2:30 PM

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

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

1. ROLL CALL

Chairman Pedersen called the meeting of the Housing and Community Development Commission's (HCDC) Executive Committee to order at 2:34 p.m.

Guests: Steve Henley and Michael Meehan of the HCDC

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

Present 6 - Dan Venturi, Janet Swartz, Carol Calabresa, Steve Carlson, Linda Pedersen and Ray Rose

2. APPROVAL OF MINUTES

2.1 [18-1281](#)

Approval of the July 11, 2018 Minutes

Attachments: [7.11.18 Minutes.pdf](#)

A motion was made by Commissioner Carlson, seconded by Commissioner Rose, to approve the July 11, 2018 minutes. The motion carried by the following vote:

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

3. CHAIR'S REMARKS

The Chairman 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 [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 Vice-Chairman Venturi, seconded by Commissioner Swartz, to forward the formal policy for allocating community development and housing grant funds to the HCDC for approval. The motion carried by the following vote:

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

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 Vice-Chairman Venturi, seconded by Commissioner Calabresa, to forward the request to transfer AHC & LCRDC grant funding to CPAH (merged entity) to the HCDC for approval. The motion carried by the following vote:

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

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 Carlson, seconded by Vice-Chairman Venturi, to forward the request to allocate CDBG funds for the purchase of a site for affordable housing by a non-profit housing developer to the HCDC for approval. The motion carried by the following vote:

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

6.5 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 Swartz, seconded by Commissioner Calabresa, to forward the joint resolution approving the First Amendment to the

2018 Annual Action Plan to the HCDC for approval. The motion carried by the following vote:

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

6.6 [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

A motion was made by Commissioner Swartz, seconded by Commissioner Calabresa, to forward the joint resolution approving an update to the Neighborhood Stabilization Program Round 1 Substantial Amendment to the HCDC for approval. The motion carried by the following vote:

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

7. STAFF REPORTS

Jodi Gingiss, Community Development Administrator, asked for feedback on the Grant Reallocation Policy process. Commissioner Venturi stated that the policy presentation went well and offered a suggestion that could improve the process for future funding rounds.

8. ADJOURNMENT

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Carlson, to adjourn the meeting at 3:17 p.m. The motion carried by the following vote:

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