

# Lake County Illinois

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



## Meeting Minutes - Final-revised

Wednesday, July 19, 2017

2:30 PM

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

**Housing and Community Development Commission**

**1. ROLL CALL**

*Chairman Rose called the meeting of the Housing and Community Development Commission (HCDC) to order at 2:42 p.m.*

*Guests: Robert Shears, Ben Richards and Taylor Danes of Youth Conservation Corps; Mary Ellen Tamasy of Lake County Residential Development Corporation; Bev Saiz of Little City Foundation; and Travis J. Haley*

*Staff: Jodi Gingiss, Brenda O'Connell, Monika Bobo, Eric Foote, Dominic Strezo and Laura Walley*

**Present** 10 - Glenn Swanson, Virginia Mulligan, Janet Swartz, Carol Calabresa, Mary Cunningham, Diane Hewitt, Michael Meehan, Ray Rose, Anne Flanigan Bassi and Bethany Williams

**Excused** 5 - Joe Mancino, Dan Venturi, Joel Sikes, Linda Pedersen and Sandy Hart

**2. APPROVAL OF MINUTES**

**2.1 [17-0783](#)**

Approval of the June 1, 2017 Minutes

**Attachments:** [6.01.17 Minutes.pdf](#)

**A motion was made by Commissioner Cunningham, seconded by Commissioner Mulligan, to approve the June 1, 2017 minutes. The motion carried by the following vote:**

**Aye** 8 - Commissioner Swanson, Commissioner Mulligan, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Commissioner Hewitt, Commissioner Meehan and Chairman Rose

**Abstain** 2 - Commissioner Flanigan Bassi and Commissioner Williams

**3. CHAIR'S REMARKS**

*Chairman Rose welcomed two new members, Anne Flanigan Bassi and Bethany Williams, to the Housing and Community Development Commission and asked them to introduce themselves. Commissioner Bassi said that she is from Highland Park and has served as the Moraine Township Supervisor for 4 years. Prior to that position, she served as a County Board Commissioner for 10 years. Commissioner Williams stated that she is from Green Oaks and works for Lake County Partners. Previously, she was a research analyst for the Lake County Workforce Development Board. Chairman Rose stated that he felt that it was important that their backgrounds were recognized, as it lets the community know the make-up of the HCDC and what expertise is provided. The HCDC welcomed the new members.*

**4. PUBLIC COMMENTS (items not on the agenda)**

*Commissioner Swartz spoke as a member of the Lake County Housing Action Coalition regarding an upcoming bill that would continue the fees collected to assist those affected*

*by the foreclosure crisis. She said that the continuation of these fees would greatly impact the County's efforts on behalf of the displaced households, as well as help to prevent further foreclosures. Commissioner Swartz asked those present to please contact their legislators to urge Governor Rauner to approve the bill. She also asked that Lake County reach out in support of the bill.*

**5. OLD BUSINESS**

*There was no old business.*

**6. NEW BUSINESS**

**6.1 17-0777**

ServicePoint Referral Network: June 30 Launch Update

*Presented by Jodi Gingiss, Community Development Administrator; Brenda O'Connell, Continuum of Care Program Coordinator; and Eric Foote, Planner*

**6.2 [17-0778](#)**

Presentation: Consolidated Annual Performance Evaluation Report (CAPER) PY2016

*Presented by Monika Bobo, Planner; Eric Foote, Planner; and Dominic Strezo, Environmental Project Coordinator*

**6.3 [17-0781](#)**

Goal #9 Create Low/Mod Income Jobs: 2017 Recommendation

**Attachments:** [Goal9 2015 Program Proposal.pdf](#)  
[Goal9 2016 Pilot Program Proposal.pdf](#)  
[Goal9 2017 Pilot Program Proposal.pdf](#)  
[Letter of Commitment.pdf](#)

*Presented by Dominic Strezo, Environmental Project Coordinator  
Mr. Bob Shears and Mr. Ben Richards, of Youth Conservation Corps, answered questions on sustainability of the proposed job creation project, the program's age requirements and the employee retention expectation.*

**A motion was made by Commissioner Cunningham, seconded by Commissioner Meehan, to approve the Youth Conservation Corps' new job creation project for Goal #9) Create Low/Mod Income Jobs, providing \$143,251 in PY2017 CDBG funding. The motion carried by the following vote:**

**Aye 10 -** Commissioner Swanson, Commissioner Mulligan, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Commissioner Hewitt, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi and Commissioner Williams

**6.4 [17-0562](#)**

PUBLIC HEARING - 2016 Consolidated Annual Performance & Evaluation Report (CAPER) & 2017 Annual Action Plan for the U.S. Department of Housing & Urban Development (HUD)

*There were no comment request cards submitted for the 2016 Consolidated Annual*

*Performance and Evaluation Report (CAPER) and 2017 Annual Action Plan Public Hearing. Those in attendance were asked if they had any comment that they would like to place into the record. There were no public comments offered.*

6.5 [17-0779](#)

2016 Consolidated Annual Performance and Evaluation Report (CAPER) - HCDC Acceptance

**Attachments:** [CAPER 2016 LC.pdf](#)

*Chairman Rose asked for a motion to approve the 2016 Consolidated Annual Performance & Evaluation Report (CAPER).*

**A motion was made by Commissioner Hewitt, seconded by Commissioner Williams, to approve the Consolidated Annual Performance and Evaluation Report (CAPER) and forward it to the Housing & Community Services Committee for approval. The motion carried by the following vote:**

**Aye** 9 - Commissioner Swanson, Commissioner Mulligan, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Commissioner Hewitt, Chairman Rose, Commissioner Flanigan Bassi and Commissioner Williams

**Not Present** 1 - Commissioner Meehan

6.6 [17-0550](#)

Joint resolution approving the 2017 Housing and Community Development Annual Action Plan, authorizing all necessary correspondence for the distribution and implementation of the plan with the United States Department of Housing and Urban Development (HUD).

**Attachments:** [2017 Lake County Consortium AAP.pdf](#)

*Presented by Jodi Gingiss, Community Development Administrator  
Eric Foote, Planner, stated that an additional \$161,378 of PY2017 Emergency Solutions Grant (ESG) supplemental funding has been awarded by HUD. The funds are attached to our PY2017 allocation, for which we have already completed an award process. Staff recommended reserving the supplemental ESG funds for agencies that apply for but don't receive funding in the upcoming Continuum of Care (CoC) application process. Commissioner Calabresa expressed appreciation for this thoughtful approach.*

**A motion was made by Commissioner Swartz, seconded by Commissioner Hewitt, to approve the Joint resolution approving the 2017 Annual Action Plan and authorizing all necessary correspondence for the distribution and implementation of the Plan with HUD with the inclusion of the increased Emergency Solutions Grant funds of \$161,378. The motion carried by the following vote:**

**Aye** 10 - Commissioner Swanson, Commissioner Mulligan, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Commissioner Hewitt, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi and Commissioner Williams

**7. STAFF REPORTS**

*Jodi Gingiss thanked staff for their work on the 2016 CAPER and the 2017 Action Plan. She then presented updates on the Zion Woods affordable housing project and the Family First elevator installation project.*

**8. ADJOURNMENT**

**A motion was made by Commissioner Cunningham, seconded by Commissioner Calabresa, to adjourn the meeting at 3:57 p.m. The motion carried by the following vote:**

**Aye 10** - Commissioner Swanson, Commissioner Mulligan, Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Commissioner Hewitt, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi and Commissioner Williams