

Lake County Illinois

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



Minutes Report - Draft

Wednesday, June 15, 2016

3:30 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 3:38 p.m.

Guests: Mary Carmody and Carrie Price of Midwest Veterans Closet; Peggie Roberts of Zacharias Sexual Abuse Center; David Fries of Catholic Charities; Linda Berkowitz and Kori Larson of Glenkirk; Kate Ceithaml of Lake County Haven; Rob Anthony of the Affordable Housing Corporation; Mary Ellen Tamasy of Lake County Residential Development Corporation; Christen White of PADS Lake County; Betsy Lassar of Lake County Affordable Housing Coalition; Ben Femminella of Youth Conservation Corps; Mari Christopherson of CASA Lake County; Kim Ulbrich, Amy Kantonan and Luisa Lara of Community Partners for Affordable Housing; May Ziv-El of Prairie State Legal Services; and Anne Bassi of Moraine Township

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

Present 11 - Harriet Rosenthal, Carol Calabresa, Ray Rose, Linda Pedersen, Steve Carlson, Virginia Mulligan, Sandra Hart, Diane Hewitt, Dan Venturi, Joel Sikes and Michael Meehan

Excused 5 - Karl Molek, Glenn Swanson, Joe Mancino, Mary Cunningham and Janet Swartz

2. APPROVAL OF MINUTES

2.1 16-0568

Approval of the May 11, 2016 Minutes

Attachments: [5.11.16 HCDC Minutes.pdf](#)

A motion was made by Commissioner Rosenthal, seconded by Commissioner Hart, to approve the May 11, 2016 minutes. The motion carried by the following vote:

Aye 10 - Commissioner Rosenthal, Commissioner Calabresa, Chairman Rose, Vice-Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi and Commissioner Meehan

Not Present 1 - Commissioner Sikes

3. CHAIR'S REMARKS

Chairman Rose mentioned that Commissioner Cunningham was in the hospital and that the Commission's thoughts and prayers were with her, wishing her a quick recovery.

4. PUBLIC COMMENTS (items not on the agenda)

Mary Carmody, of Midwest Veterans Closet, informed the Commission about the work performed by her agency and requested, during an upcoming application round, that the Commission consider the agency's need to expand and purchase a building.

5. OLD BUSINESS

There was no old business.

6. NEW BUSINESS

6.1 16-0480

Presentation by Lake County Housing Action Coalition

Attachments: [LCHAC Presentation to HCDC 6-7-16.pdf](#)

Presented by Betsy Lassar and Rob Anthony of the Lake County Housing Action Coalition and Luisa Lara, a client of Community Partners for Affordable Housing

6.2 16-0478

Presentation: Consolidated Annual Performance Evaluation Report (CAPER) PY2015

Attachments: [PY2015 CAPER Presentation.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator; Eric Foote, Grant Administration Specialist; and Monika Bobo, Housing Grant Administration Specialist

6.3 16-0477

Public Hearing on the 2015 Consolidated Annual Performance and Evaluation Report (CAPER)

Motion: To open the Public Hearing at 4:26 p.m.

Motion Made By: Linda Pedersen

Motion 2nd By: Carol Calabresa

Motion approved

There were no public comments.

Motion: To close the Public Hearing at 4:28 p.m.

Motion Made By: Daniel Venturi

Motion 2nd By: Ginny Mulligan

Motion approved

6.4 16-0479

Approval of the 2015 Consolidated Annual Performance and Evaluation Report (CAPER)

- The CAPER is a required annual report of our grant activities. It is a follow up to the Action Plan. The 2015 CAPER reports accomplishments during the 2015 program year (May 1, 2015 to April 30, 2016) for CDBG, ESG and HOME funds.
- The complete CAPER is available attached and on the Lake County website.

Attachments: [2015 CAPER LCB.pdf](#)

Motion: To approve the CAPER for submission to HUD.

Motion Made By: Sandra Hart

Motion 2nd By: Linda Pedersen

Motion approved

A motion was made by Commissioner Hart, seconded by Vice-Chairman Pedersen, to approve the CAPER for submission to HUD. The motion carried by the following vote:

Aye 11 - Commissioner Rosenthal, Commissioner Calabresa, Chairman Rose, Vice-Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Sikes and Commissioner Meehan

6.5 16-0540

Availability of Pre-2015 CDBG Funds

- During the recent approval by the U.S. Department of Housing and Urban Development (HUD) of the Lake County 2016 Annual Action Plan, HUD identified unspent prior year resources totaling \$466,241.57 of Lake County Community Development Block Grant (CDBG) funds. These funds must be spent on CDBG-eligible projects by April 30, 2018.
- CDBG funds can be used for housing and public improvements, which includes public facilities (senior centers, homeless facilities, youth centers, neighborhood facilities, recreational facilities, child care centers, health facilities, abused and neglected children facilities) and infrastructure. As illustrated in the attached 2010-2014 performance review, CDBG from this timeframe was invested primarily in public infrastructure, leaving goals for housing and other needs unmet.
- Approval is requested of the attached simplified housing and facilities application for CDBG funds. If approved by the HCDC, this funding notification could be released this month with potential results discussed initially at the August public meetings of the Advisory & Review Committees (ARCs) and finalized in September as an Action Plan Amendment (including the required Public Hearing and 30 day public comment period).

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

[Simplified Pre-2015 CDBG Application.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Venturi, seconded by Commissioner Hewitt, to approve the proposed Affordable Housing and Public Improvements application for a funding round for the Pre-2015 CDBG funds. The motion carried by the following vote:

Aye 11 - Commissioner Rosenthal, Commissioner Calabresa, Chairman Rose, Vice-Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Sikes and Commissioner Meehan

6.6 16-0538

Preliminary 2017 Housing & Community Development Action Plan

- Based on last month's Community Needs Hearing and plan-to-date accomplishments, this preliminary Annual Action Plan for PY2017 (May 1, 2017 to April 30, 2018) contains proposed shifts in funding allocations to ensure that all ten goals can be met in this five-year (2015-19) period.
- This proposed 2017 Action Plan is based on the 2017 Community Needs public hearing, the public discussions at the April 2016 meetings of the Advisory & Recommendation Committees (ARCs) and the May 2016 meeting of the Housing & Community Development Commission.
- If approved, this preliminary 2017 Action Plan would be the foundation of the 2017 homeless assistance, housing, public improvements and public services application rounds. Actual activities and individual funding awards would be finalized in public meetings and public hearings during the January to March, 2017 timeframe.

Attachments: [Preliminary 2017 Action Plan.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

Motion: To approve the preliminary 2017 Annual Action Plan.

Motion Made By: Daniel Venturi

Motion 2nd By: Sandra Hart

Motion approved

6.7 16-0539

Public Hearing - Lake County preliminary 2017 Annual Action Plan

There were no public comments.

7. STAFF REPORTS

7.1 16-0529

Updated 2016 Commission Meeting Schedule

Attachments: [2016 Revised HCDC Meeting Schedule 5.31.16.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

8. ADJOURNMENT

A motion was made by Commissioner Venturi, seconded by Commissioner Mulligan, to adjourn the meeting at 5:12 p.m. The motion carried by the following vote:

Aye 11 - Commissioner Rosenthal, Commissioner Calabresa, Chairman Rose, Vice-Chairman Pedersen, Ex-Officio Member Carlson, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Sikes and Commissioner Meehan