

Lake County Illinois

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



Minutes Report - Draft

Wednesday, February 15, 2017

2:30 PM

**2nd floor Conference Room - Central Permit Facility
500 W. Winchester Road, Libertyville, IL 60048**

**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: Laraesa Garland of the City of Waukegan

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

Present 5 - Dan Venturi, Janet Swartz, Carol Calabresa, Steve Carlson and Linda Pedersen

Excused 1 - Ray Rose

2. **Approval of Minutes**

2.1 **17-0211**

Approval of the November 9, 2016 Minutes

Attachments: [11.09.16.pdf](#)

A motion was made by Vice-Chairman Venturi, seconded by Ex-Officio Member Carlson, to approve the November 9, 2016 minutes. The motion carried by the following vote:

Aye 4 - Vice-Chairman Venturi, Commissioner Calabresa, Ex-Officio Member Carlson and Chairman Pedersen

Not Present 1 - Commissioner Swartz

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 **17-0220**

Joint resolution approving amendments to Neighborhood Stabilization Program 1 and 3 Substantial Amendments and 2013, 2014, 2015, and 2016 Housing and Urban Development (HUD) Action Plans.

- Several proposed project changes have resulted in the proposed 2nd Amendment to the 2016 Action Plan, 3rd Amendment to the 2015 Action Plan, 6th Amendment to the 2014 Action Plan and 10th Amendment to the 2013 Action Plan. Additionally, the Neighborhood Stabilization Program Round 1 and Round 3 Substantial Amendments require updating.
- HOME Program City of Waukegan 2015 funds were initially allocated for two acquisition-rehabilitation-resale projects; but after evaluating the properties on the market and rehabilitation costs of available properties, the City of Waukegan will only be able to complete one such project with its Program Year 2015 HOME Program funds.
- In January 2017, Habitat for Humanity Lake County opted out of investing HOME Program funds in its new homes due to stringent requirements of the Final HOME Rule of 2013 and high costs due to Illinois Prevailing Wage. This decision by Habitat for Humanity caused reallocation of \$178,360 in HOME funds by the Affordable Housing Advisory and

Recommendation Committee (ARC). Funds from Program Years 2013 (\$58,360) and 2014 (\$50,000) are rolled into 2017 Action Plan recommendations. The attached 2016 Action Plan Amendment contains the ARC's recommendation to shift \$70,000 in 2016 funds from Habitat for Humanity to Affordable Housing Corporation of Lake County for owner-occupied rehab.

- Project delivery costs for the following projects either had not been budgeted or exceeded budget: Bridge House 2013 (+\$840); Busy Brains 2015 (+\$680); North Chicago Road/Sidewalks 2015 (+\$1,640) and LCRDC Inspection Remedies 2016 (+\$1,500). Such cost overruns have been remediated by moving environmental reviews back to staff. The allocation of \$4,660 of Community Development Block Grant (CDBG) program income to these projects is requested in the 2013, 2015 and 2016 Action Plan Amendments.
- One-fifth of the North Chicago Strategic Revitalization Plan, the construction of 4 units of veterans' housing at 1235 Victoria, is proposed to be funded with uncommitted Neighborhood Stabilization Program (NSP) funds instead of 2013 HOME funds due to strict HOME Program timelines. These 2013 HOME funds (\$175,029.20) are included in the ARC's recommendation to grant these funds to the Affordable Housing Corporation of Lake County for rapid spending on owner-occupied rehab projects.

Attachments: [2013APTenthAmend.pdf](#)

[PY2014 AP 6th Amendment.pdf](#)

[2015 3rd Amendment HCDC February Version.pdf](#)

[2016 2nd Amendment HCDC February Version.pdf](#)

[NSP1 Substantial Amendment March 2017 Revision.pdf](#)

[NSP3 Substantial Amendment 2017 Revision HCDC.pdf](#)

Presented by Jodi Gingiss, County Development Administrator

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Calabresa, to forward the joint resolution approving amendments to the Neighborhood Stabilization Programs 1 and 3 and to the 2013, 2014, 2015 & 2016 Action Plans to the HCDC for approval. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa, Ex-Officio Member Carlson and Chairman Pedersen

6.2 17-0232

Resolution approving 2017 Video Gaming revenue grant funding recommendations in the amount of \$545,150.50.

- On August 13, 2013, the Lake County Board adopted the Lake County Video Gaming Ordinance, thereby permitting lawful video gaming within unincorporated areas of Lake County.
- In September 2016, Lake County Board approved the Video Gaming Revenue policy that outlined procedures for: (1) Capturing video gaming administrative, legal, and enforcement costs; and (2) Evaluating and possibly funding social programs, projects (excluding capital improvements), and/or services that benefit Lake County residents.
- Under this policy, Community Development administers and manages the awarded monies from the Video Gaming Management Center consistent with the already-established process used for Community Development Block Grants and Emergency Solutions Grants. Based on Lake County Board Policy, application scoring

includes up to 60 points distributed based on the following priorities: 1. Assessment, education and outreach for gambling addiction (60 pts.); 2. Clinical gambling addiction services (45 pts.); 3. Non-clinical gambling addiction services (30 pts.); and 4. Other behavioral health services (15 pts.).

- In September 2016, Community Development received letters of intent for Video Gaming funds totaling \$2,100,000 for \$545,000 in available funds. Given this level of competition, staff clarified with potential applicants that for agencies not directly serving people suffering from gambling addiction, an increase in behavioral health service capacity was preferred. As a result, twelve programs requested a total of \$1,200,000 in funding.
- On February 15, 2017, the Housing and Community Development Commission (HCDC) voted unanimously to recommend approval of 11 of the 12 applicants. Six of the 11 recommended grant recipients were approved for 100 percent of their grant request.
 - \$150,000 to Nicasa [\$75,000 for gambling education and outreach; \$75,000 for clinical therapeutic services for gambling addicts];
 - \$47,697.50 to Catholic Charities to provide counseling for gambling addicts; and
 - Several grants to increase capacity of Behavioral Health Services: Lake County Health Department [\$120,000]; Erie Family Health Center Tele-Psychiatry [\$30,000]; One Hope United [\$89,953]; A Safe Place [\$35,000]; Community Youth Network [\$35,000]; Family Service [\$25,000]; YouthBuild [\$7,500]; and UCAN [\$5,000].

Attachments: [16-0800 Lake County Video Gaming Revenue Policy.pdf](#)

[Video Gaming Grant Recommendation by Program](#)

Presented by Jodi Gingiss, County Development Administrator, and Eric Foote, Grant Administration Specialist

A motion was made by Vice-Chairman Venturi, seconded by Commissioner Calabresa, to forward the joint resolution approving the 2017 Video Gaming revenue grant funding recommendations to the HCDC for approval. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa, Ex-Officio Member Carlson and Chairman Pedersen

6.3 17-0229

Joint resolution authorizing 2017 Lake County Affordable Housing Program (LCAHP) grant awards.

- In September 2016, Community Development staff released the Lake County Affordable Housing Program (LCAHP), HOME Investment Partnerships (HOME) Program and Community Development Block Grant (CDBG) 2017 funding round, soliciting eligible affordable housing programs and projects.
- The recent affordable housing application round resulted in 13 requests totaling \$4,886,418 for only \$1,800,000 in available housing dollars.
- The Affordable Housing Advisory and Recommendation Committee (ARC) recommends LCAHP funding of \$300,500 (including \$500 of previously unspent LCAHP funds) as follows:
 - \$109,675 for one unit of affordable housing in Highland Park [Community Partners for Affordable Housing];
 - \$75,000 for rapid rehousing [Catholic Charities];

- \$47,825 (plus HOME and CDBG) for new senior rental housing in Mundelein [PIRHL, LLC];
- \$38,000 in support of housing assistance programs [Affordable Housing Corporation of Lake County]; and
- \$30,000 for grant administration [Community Development].

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

A motion was made by Commissioner Swartz, seconded by Ex-Officio Member Carlson, to forward the joint resolution authorizing the 2017 Lake County Affordable Housing Program grant awards to the HCDC for approval. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa, Ex-Officio Member Carlson and Chairman Pedersen

6.4 17-0223

Joint resolution accepting the Healthcare Foundation of Northern Lake County, Illinois, grant and authorizing an emergency appropriation in the amount of \$75,000 for fiscal year (FY) 2017 for costs of ServicePoint.

- The Healthcare Foundation of Northern Lake County awarded a grant of \$75,000 for the period November 21, 2016 through November 20, 2017 with possible annual renewals for up to a total of three years.
- The grant funds will be used to create an electronic referral network to be used by Lake County health and human service organizations. The web-based software to be utilized for this purpose, called ServicePoint, is already in use at a number of area non-profits but its referral features remain, for the most part, inactive. This effort seeks to bring new and existing organizations online to a ServicePoint-facilitated referral network that will provide more meaningful and timely referrals between providers, provide agencies with a record of referral activity on the clients served and ultimately result in improved outcomes for the residents who access Lake County's human services system. Key referral partners include the Lake County Health Department, Erie Family Health Center, Nicasa, and members of the Alliance for Human Services.
- In the first year of the grant, the budget includes \$45,000 for salaries of Lake County Community Development staff working on the project, \$25,000 for a consultant who will provide expert analysis regarding the privacy concerns related to the network and \$5,000 for a second consultant who will provide ServicePoint configuration support.

Attachments: [Agreement letter - signed](#)

[March 2017 ServicePoint Appropriation worksheet.pdf](#)

Presented by Jodi Gingiss, County Development Administrator

6.5 17-0218

U.S. Department of Housing & Urban Development (HUD) Draft 2017 Action Plan - Presentation and Discussion

- Four Advisory and Recommendation Committees (ARCs) have reviewed 2017 funding requests and voted to recommend particular projects to the Housing & Community Development Commission (HCDC).
- Projects recommended for potential funding with HUD program year 2017 funds are presented in the draft 2017 Action Plan attached. All recommendations are subject to future funding announcements by HUD.

- Recommendations will be subject to a thirty-day public comment period (February 15 to March 15, 2017) and two public hearings before the recommendations advance to the Lake County Board for consideration.

Attachments: [2017 HCDC February Version 02.pdf](#)

Presented by Jodi Gingiss, County Development Administrator

A motion was made by Commissioner Swartz, seconded by Commissioner Calabresa, to forward the 2017 Action Plan to the HCDC for discussion. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa, Ex-Officio Member Carlson and Chairman Pedersen

7. Staff Reports

7.1 17-0235

Lake County Agreements RE:Lake County Coalition of the Homeless --- Continuum of Care (CoC)

Attachments: [Lake County.pdf](#)

[MOU LCCH Feb 2017 Executed.pdf](#)

Jodi Gingiss informed the Executive Committee (EC) that Community Development (CD) would soon have a Vista volunteer, who will assist with the Point-In-Time Count and with SOAR, which is a process for training case managers. These case managers will then assist clients with their social security, Medicare, Medicaid and disability benefits paperwork. The EC consensus was to allow CD to sign an agreement with the Housing Action Coalition of Illinois to accept the volunteer's services. She added that a Memorandum of Understanding had been signed with the Lake County Coalition for the Homeless (LCCH) for Brenda O'Connell to continue providing coordination services for the LCCH. Finally, she told the EC that the Fair Housing complaint filed against Lake County Community Development by a local public service agency was determined by HUD to have no merit.

8. Adjournment

A motion was made by Vice-Chairman Venturi, seconded by Ex-Officio Member Carlson, to adjourn the meeting at 3:16 p.m. The motion carried by the following vote:

Aye 5 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa, Ex-Officio Member Carlson and Chairman Pedersen