

# Lake County Illinois

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



## Minutes Report - Draft

Wednesday, January 21, 2015

3:30 PM

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

**Housing and Community Development Commission**

**1. ROLL CALL**

*Chairman Rose called the Housing and Community Development Commission (HCDC) meeting to order at 3:44 p.m.*

*Guests: Linda Berkowitz, Mark Ingrum and Kori Larson of Glenkirk; Joel Williams of PADS Lake County; Betsy Lassar of Lake County Housing Action Coalition; David Fries and Sarah Pinger of Catholic Charities; Amanda Orenchuk of the Village of Mundelein; Marcia McCutchan of RHMG Engineers; Mohammed Haque of Lakes Region Sanitary District; Ben Richards and Maggie Brockway of YCC YouthBuild; Ralph Bishop of I-PLUS; Rob Anthony of Community Partners for Affordable Housing; Michael Knight and Mari Christopherson of CASA Lake County; Christel Tatro of Nicasa; Kate Ceithaml of Lake County Haven; Jim Belcher of Power Alleys; Marsha Belcher of Community Action Foundation; Julie Donovan and Anna Osornio of Habitat for Humanity; Patrick Bleck of Bleck Engineering/RLH; Lisa Pugliese of the Affordable Housing Corporation; Paul Dean of Family Service; Jennifer Alpha and Randall Mullen of TDA Consulting; Anne Flanigan Bassi of Moraine Township; and Tom Weber of the Lake County Board*  
*Staff: Eric Waggoner, Brittany Sloan, Jodi Gingiss, Agnes Monton, Brenda O'Connell, Jordan Bartle, Monika Bobo and Laura Walley*

**Present** 16 - Commissioner Russell, Commissioner Krapf, Commissioner Molek, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Ex-Officio Member Lawlor, Commissioner Lawlor, Commissioner Cunningham, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Rosenthal, Commissioner Swanson, Ex-Officio Member Carlson, Chairman Rose and Commissioner Armstrong  
**Absent** 2 - Commissioner Hewitt and Commissioner Mancino

**2. APPROVAL OF MINUTES**

**2.1 15-0066**

Approval of the December 10, 2014 Minutes

**Attachments:** [12.10.14 Minutes.pdf](#)

**A motion was made by Commissioner Rosenthal, seconded by Commissioner Swartz, to approve the December 10, 2014 minutes. The motion carried by the following vote:**

**Aye:** 15 - Commissioner Russell, Krapf, Commissioner Molek, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Ex-Officio Member Lawlor, Commissioner Cunningham, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Rosenthal, Commissioner Swanson, Ex-Officio Member Carlson, Chairman Rose and Commissioner Armstrong  
**Absent:** 2 - Commissioner Hewitt and Commissioner Mancino

**3. CHAIR'S REMARKS**

*Chairman Rose welcomed the HCDC's new member, Ginny Mulligan, and presented an overview of her real estate development career.*

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

*Mr. Paul Dean, Executive Director of Family Service, thanked the HCDC for his agency's current grant and then spoke about Family Service's free counseling and respite services for the County's senior citizens and their caregivers. Counselors visit homebound seniors in their homes and assist them with basic needs and legal services. Mr. Dean stressed that the increasing population of senior citizens would only increase the need for his agency's services.*

**5. OLD BUSINESS**

**5.1 14-0852**

Resolution delegating limited signature authority to the Community Development Administrator.

- The annual implementation of the County's Community Development federal grant program requires the County Board Chairman's signature on various documents of minor technical nature, creating an undue administrative burden on the Chairman.
- This item authorizes the Community Development Administrator, or a designee, to sign and execute agreements or documents required for community development grant administration activities that have previously been approved by the Lake County Board in order to alleviate the administrative burden.

**Attachments:** [Appendix A.pdf](#)

*Chairman Rose stated that this item had returned for approval as there were minor wording changes required prior to approval by the County Board. Once passed, the Community Development Administrator or a designee would be authorized to sign and execute specified agreements or documents for general grant administration activities.*

**A motion was made by Commissioner Venturi, seconded by Commissioner Rosenthal, to approve the resolution delegating limited signature authority to the Community Development Administrator or a designee. The motion carried by the following vote:**

**Aye:** 15 - Commissioner Russell, Krapf, Commissioner Molek, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Ex-Officio Member Lawlor, Commissioner Cunningham, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Rosenthal, Commissioner Swanson, Ex-Officio Member Carlson, Chairman Rose and Commissioner Armstrong

**Absent:** 2 - Commissioner Hewitt and Commissioner Mancino

**6. NEW BUSINESS**

**6.1 15-0004**

Presentation of 2015-2019 Consolidated Plan Draft

**Attachments:** [2015-19 Lake County Consolidated Plan Draft 01.21.15.pdf](#)

*Ms. Jodi Gingiss introduced Mr. Randall Mullen and Ms. Jennifer Alpha, of TDA Consulting, and said the HCDC had a hard copy of the upcoming presentation's slides and the audience had the key page of the presentation. The consultants would again present their findings and recommendations for the draft Consolidated Plan (Plan),*

*followed by HCDC questions and discussion and the public hearing. The second public hearing on the draft Plan would occur on February 11, 2015, prior to which a second draft would be issued.*

*Mr. Mullen said that his associate, Ms. Alpha, and he would present a refresher on the County's current economic environment, the input received during the information gathering portion of the Plan process and the goals determined by the community needs expressed during that process. The HCDC's decisions on the proposed priorities and the subsequent required actions would then be discussed.*

*Ms. Alpha reminded the HCDC that the U.S. Department of Housing and Urban Development (HUD) now requires that the Plan be place based and data driven, indicating that the community must look at its needs through the use of data and public participation. The previous Plan had been written prior to the full impact of the economic downturn and its effects on the County, which greatly increased the need among the citizens, especially families. Diminishing resources have also negatively impacted the community, necessitating a restructured strategy to set priorities and select projects. Ms. Alpha presented data on the increase in the County's poverty level and the levels of cost-burdened renters and homeowners. She then went over the different aspects of the public input process, stating that three major needs were expressed; the need for job creation, affordable housing and investment in neighborhoods. Ms. Alpha presented the ten goals that were developed around those needs and gave examples of possible projects and collaborative efforts that would meet those needs. She added that the HCDC proposed that public services be funded at its maximum allowable funding level.*

*Mr. Mullen spoke of the HCDC's proposal to increase funding to help families, especially through increased funding for housing (up to 59%) and jobs (up to 7%). Approximately 34% would be spent on neighborhood activities, which would include infrastructure repair and improvements, hopefully in collaboration with affordable housing projects. He said that staff would seek guidance and direction from the HCDC to complete the Plan. The consultants suggested that, in moving forward with the Plan, the County should incentivize "best practices" and geographic needs by targeting service areas through the scoring of applications. Mr. Mullen then asked if the HCDC had any questions. In response to a question about the current scoring systems for each application type, he said that they would need to be reviewed in February, in light of the suggested "best practices" approach.*

*Upon a question pertaining to the reduction in funding for Public Infrastructure projects along with the proposal to broaden the potential applicant pool to include water and sanitary districts, Mr. Mullen offered that the broadening of applicants would hopefully bring in additional funding sources to help complete the proposed projects. The 2010 – 2014 program performance was discussed and the HCDC asked that the summary section of the Plan be clarified in the next draft. A discussion on the disproportional impact of housing problems, including over-crowding, among ethnic groups ensued.*

6.2 15-0005

PUBLIC HEARING - 2015-19 Consolidated Plan Draft

*Motion: To open the Public Hearing at 4:46 p.m.*

*Motion Made By: Daniel Venturi*

*Motion 2nd By: Mary Cunningham*

*Motion approved*

*Ms. Gingiss informed the audience that the County Board's three-minute rule would be observed during the Public Hearing on the 2015 – 2019 Consolidated Plan (Plan) draft.*

*Ms. Anne Flanigan Bassi, Moraine Township Supervisor, stated that although her township is often considered a low-need community, 25% of its elementary school students qualify for the federal free and reduced-price lunch program. She noted that affordable rental housing has been the township's greatest challenge, as the needs were great while the available resources were scarce. She stressed that affordable housing should not be limited to the areas where it is currently concentrated, but should be located throughout the County, including areas located near transportation and employment centers, as stipulated within the Regional Framework Plan (RFP). Ms. Bassi suggested that the 5-Year Plan and the Annual Action Plans should incorporate this goal through scoring criteria targeting areas with minimal current affordable housing. She expressed her belief that this would help to meet RFP and the Analysis of Impediments to Fair Housing Choice goals.*

*Mr. Mohammed Haque, of the Lakes Region Sanitary District, said that he was happy that there would be the possibility to consider Public Infrastructure applications from water and sewer districts. He then described the need for clean water and sanitation, stating that areas without proper sanitation have higher rates of mortality and water-borne diseases, which may lead to higher poverty levels. Mr. Haque stated that collaborative projects between cities, townships, and sewer and water districts were a wise manner in which to proceed. In response to a Commissioner's question, Mr. Haque said that water and sewer districts were run as enterprise funds, with money coming from connection fees and service charges. He said that the district would seek funding for work on private property in low-income areas.*

*Mr. Paul Dean, of Family Service, spoke of the current and future mental health programming needs of the County's senior citizens. He said that a large increase in this population was projected during the coming years, thereby increasing the need to provide these services to allow senior citizens to remain in their homes. He added that his agency collaborates with township offices and with other service agencies to assist the County's senior citizens.*

*Ms. Lisa Pugliese, Executive Director of the Affordable Housing Corporation, suggested*

*that the Plan should more clearly state that not only existing affordable housing may be rehabilitated and that affordable units may be located outside of low-income areas. She also expressed concern that new construction of homeownership units was excluded from the Plan, as she felt that the County's diverse nature needed the stabilizing effect of homeownership as well as increased availability of affordable rental units. Ms. Pugliese asked that the scoring criteria be released more than one month prior to the application deadline, thus allowing the developers to carefully plan their projects. She also mentioned that she had spoken with Ms. Gingiss concerning the administration fees for homeownership programs and for Tenant-based Rental Assistance and was concerned about program sustainability.*

*Ms. Gingiss stated that the next draft Plan would propose 5 new-construction homeownership units, while decreasing the target of rental housing from 29 to 26 units.*

*Ms. Betsy Lassar, of the Lake County Housing Action Coalition, distributed a letter from the agency, which she then summarized. She asked for written clarification that affordable housing efforts would not be concentrated in high-poverty areas and that affordable housing in high-opportunity areas would be emphasized. She also requested that the next draft Plan clearly indicate that acquisition/rehabilitation projects would be allowed, thereby increasing the number of affordable units. Ms. Lassar said the distributed letter proposed a number of policy objectives that should be considered when evaluating/scoring the housing applications and she requested that the Coalition and other stakeholders have input on proposed scoring criteria prior to application review.*

*Ms. Julie Donovan, Executive Director of Habitat for Humanity, stressed the importance of homeownership in stabilizing households and neighborhoods. She added that new construction has helped blighted areas, as Habitat has demolished substandard housing to build safe, energy-efficient homes. She expressed support for the community revitalization goal, as her agency has targeted blighted neighborhoods for new construction and rehabilitation efforts. Habitat homeowners' mortgage payments were lower than the County's average rental prices, as the owners do not pay interest on their loans. Ms. Donovan said that affordable rental housing was very important to the community, but hoped that the possibility of homeownership would remain as a possibility for the area's lower-income population.*

*Ms. Anna Osornio, supporting Habitat for Humanity, spoke as a renter who had no family history of homeownership, but hoped to purchase a home in the future. She was glad that the HCDC was proposing affordable housing as a priority within the draft Plan and requested that homeownership remain available to her family and community.*

*Mr. Joel Williams, Executive Director of PADS Lake County, expressed the need for a strong human service sector to assist the County's lower-income citizens with services to prevent them from becoming homeless. He said that the Plan provided a great deal of*

*useful information on community needs and he looked forward to reading the upcoming decision points and seeing how they would be scored and implemented. Mr. Williams requested the early release of the public service application scoring criteria to allow adequate time for the agencies to plan their projects to best assist the community with the limited funds available.*

*Ms. Sarah Pinger, of Catholic Charities (CC), spoke on behalf of her agency, a Lake County Housing Action Coalition member agency supporting the Coalition's recommendations presented in the aforesaid letter to the HCDC. She thanked Lake County for its current support of CC's Homelessness Prevention and Rapid Rehousing programs, which provide case management services and financial assistance to help families avoid homelessness and obtain permanent housing. She said that her agency looked forward to working with the County to assist families in need.*

*Mr. Rob Anthony, Executive Director of Community Partners for Affordable Housing, thanked the HCDC, the consultants and staff for the opportunity to provide input into the comprehensive work that went into the draft Plan, adding that this Plan's process was more detailed and strategic than in previous years. He stated that, while Lake County's current affordable housing stock was geographically segregated, the County had made it a priority policy during recent years to encourage affordable housing creation throughout Lake County, rather than concentrating it in specific communities. He expressed his concern that a priority for locating affordable housing in high opportunity areas was not delineated within the Plan and that it appeared that scoring bonuses would be awarded to projects in census tracts with at least 55% of the households at or below 50% of the Area Median Income. During telephone calls with Coalition members, Staff had clarified that the bonuses were intended for programs other than housing, so Mr. Anthony asked that explicit wording to that effect be incorporated within the new draft Plan. He also asked that wording be added to clarify that acquisition/rehabilitation would be a priority goal activity within the Plan.*

*Mr. Patrick Bleck, of Bleck Engineering, whose company has provided services to multiple public infrastructure applicants, said that the proposed cut to public infrastructure awards would be devastating to many communities, as they depend on those funds to finance roadway, sewer and drainage repairs and improvements. As recent awards have generally been granted at less than the amounts requested, the proposed reduction would further hinder these projects and require several years' awards to produce a feasible project. He asked the HCDC to reconsider the proposed cut.*

*Mr. Ben Richards, Executive Director of Youth Conservation Corps (YCC), explained his agency's programs, which provide area youth with job skills while constructing low-income housing. Unfortunately, many of the trainees encounter difficulties with transportation and housing, with 40-48% experiencing homelessness during their training. If these two basic needs were met, Mr. Richards said that his agency could continue to train a workforce that*

*could improve the community.*

*There were no further public comments.*

*Motion: To close the Public Hearing at 5:21p.m.*

*Motion Made By: Harriet Rosenthal*

*Motion 2nd By: Judy Armstrong*

*Motion approved*

**6.3 15-0018**

Discussion of 2015-19 Consolidated Plan Draft

*Commissioner Swartz offered that additional outreach and education might be needed to encourage collaboration between entities, especially as it would concern infrastructure projects. Additionally, scoring criteria would need to be altered to encourage collaborative projects. She then spoke of the possible effects of the new Plan; improving low- and moderate-income areas while opening diversification opportunities in high-opportunity areas. Commissioner Calabresa requested staff guidance, based on the public input, about the draft 2015 application materials and scoring criteria. Ms. Gingiss proposed that the draft application materials would be included as part of the February 11th HCDC agenda packet for discussion and direction, followed by implementation of those directions at the February Advisory and Recommendation Committee (ARC) meetings. Chairman Rose thanked the audience and the HCDC for their comments, as their input was important to the process as feedback was necessary to ensure that the Plan would meet the needs of the community. He spoke of the continual process of improving the scoring criteria and invited those present to attend the February meeting.*

**6.4 15-0014**

Joint resolution amending the recapitalization of 2014 Lake County HOME Investment Partnerships Program (HOME).

- In February 2014, the Lake County Board took action to resolve ineligible projects identified by the U.S. Department of Housing and Urban Development (HUD), which included five HOME Investment Partnerships Program (HOME) projects dating back to 1994.
- In lieu of sending cash directly to HUD, Lake County was permitted to invest \$271,746.69 of non-federal funds in a local HOME account for creating new housing projects, bound by HOME rules.
- Subsequent to this action, staff followed repayment instructions provided by HUD, and due to a miscommunication during the instruction process, some funds (\$46,025) were absorbed by U.S. Treasury and are no longer available for local projects.
- The issue of noncompliance has been resolved to HUD's satisfaction, and in lieu of direct repayment of \$271,746.69 to HUD, the community has been benefited by \$225,721.69 being spent on local projects.
- To address the matter of \$46,025 of recaptured funds, staff recommends available HOME program income be used to meet the grant commitments approved by the County Board in June 2014.

*Ms. Gingiss explained the 2014 HOME recapitalization action taken in response to HUD's determination that Lake County had five ineligible HOME projects totaling \$271,746.69*



*and dating back as far as 1994. Through the investment of non-federal funds, Lake County was able to satisfy HUD through the creation of new HOME projects without the need to repay the federal funds. Due to a miscommunication during the repayment instruction process, \$46,025 was inadvertently placed in the U.S. Treasury. To complete the repayment commitment, staff recommended that the remaining money be reimbursed with an equivalent amount of HOME program income.*

**A motion was made by Commissioner Hart, seconded by Commissioner Cunningham, to approve the resolution amending the 2014 HOME recapitalization action. The motion carried by the following vote:**

**Aye:** 12 - Commissioner Russell, Krapf, Commissioner Molek, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Commissioner Cunningham, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Rosenthal, Chairman Rose and Commissioner Armstrong

**Absent:** 2 - Commissioner Hewitt and Commissioner Mancino

**Not Present:** 3 - Ex-Officio Member Lawlor, Commissioner Swanson and Ex-Officio Member Carlson

**7. STAFF REPORTS**

*Ms. Gingiss thanked everyone for their time and promised that the next draft of the Plan would be more stimulating.*

**8. ADJOURNMENT**

**A motion was made by Member Venturi, seconded by Member Swartz, to adjourn the meeting at 5:35 p.m. The motion carried by the following vote:**

**Aye:** 12 - Commissioner Russell, Krapf, Commissioner Molek, Commissioner Swartz, Commissioner Venturi, Commissioner Hart, Commissioner Cunningham, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Rosenthal, Chairman Rose and Commissioner Armstrong

**Absent:** 2 - Commissioner Hewitt and Commissioner Mancino

**Not Present:** 3 - Ex-Officio Member Lawlor, Commissioner Swanson and Ex-Officio Member Carlson