

# Lake County Illinois

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



## Meeting Minutes

Thursday, July 30, 2015

3:30 PM

Central Permit Facility - 2nd floor Conference Room  
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 3:43 p.m.*

*Guests: John Quintanilla and Susan Perlman of Prairie State Legal Services; Mary Ellen Tamasy of Lake County Residential Development Corporation; Dave Fries of Catholic Charities; Laura Olvera of Affordable Housing Corporation of Lake County; Linda Berkowitz of Glenkirk; Tiffany Gonzalez of the Lake County Housing Authority; and Nimrod Warda of the City of North Chicago*

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

**Present** 10 - Karl Molek, Harriet Rosenthal, Judy Armstrong, Ray Rose, Linda Pedersen, Mary Cunningham, Virginia Mulligan, Sandra Hart, Dan Venturi and Janet Swartz

**Excused** 6 - Leonard Krapf, Carol Calabresa, Burnell Russell, Glenn Swanson, Joe Mancino and Diane Hewitt

**2. APPROVAL OF MINUTES**

**2.1**

Approval of the June 10, 2015 Minutes

**Attachments:** [6.10.15 Minutes.pdf](#)

**A motion was made by Commissioner Venturi, seconded by Vice-Chairman Pedersen, to approve the June 10, 2015 minutes, as amended. The motion carried by the following vote:**

**Aye,** 9 - Commissioner Molek Commissioner Rosenthal Commissioner Armstrong  
Chairman Rose Commissioner Pedersen Commissioner Cunningham  
Commissioner Mulligan Commissioner Venturi Commissioner Swartz

**Not Present,** 1 - Commissioner Hart

**3. CHAIR'S REMARKS**

*Chairman Rose introduced Community Development's new planner, Eric Foote, who previously worked at Lamb's Farm.*

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

*Mr. John Quintanilla, of Prairie State Legal Services, spoke about the agency's work, since 2011, as the County's Fair Housing provider. He informed the HCDC of the types of services provided and the number of clients served. He thanked the County for the opportunity to work on behalf of its citizens and expressed hope that the agency would be able to continue providing these services.*

**5. OLD BUSINESS**

*There was no old business.*

**6. NEW BUSINESS**

6.1

2014 CAPER - Open Projects Report

*Presented by Jodi Gingiss, Community Development Administrator.*

6.2

Public Hearing on the 2014 Consolidated Annual Performance and Evaluation Report (**CAPER**)

*Chairman Rose asked for a motion to begin the Public Hearing.*

*Motion: To open the Public Hearing at 3:57 p.m.*

*Motion Made By: Mary Cunningham*

*Motion 2nd By: Sandra Hart*

*Motion approved*

*Chairman Rose asked for any public comments on the CAPER, to which there was no reply.*

*Motion: To close the Public Hearing at 3:58 p.m.*

*Motion Made By: Daniel Venturi*

*Motion 2nd By: Janet Swartz*

*Motion approved*

6.3

Approval of the 2014 Consolidated Annual Performance and Evaluation Report (CAPER)

*Chairman Rose asked for a motion on the CAPER.*

**A motion was made by Commissioner Venturi, seconded by Commissioner Armstrong, to approve the 2014 CAPER. The motion carried by the following vote:**

**Aye, 10 -** Commissioner Molek Commissioner Rosenthal Commissioner Armstrong  
Chairman Rose Commissioner Pedersen Commissioner Cunningham  
Commissioner Mulligan Commissioner Hart Commissioner Venturi  
Commissioner Swartz

6.4

Election of HCDC Officers

*Chairman Rose asked three times for nominations from the floor.*

**A motion was made by Commissioner Venturi, seconded by Commissioner Cunningham, to nominate Ray Rose for HCDC Chairman and Linda Pedersen for Vice-Chairman. The motion carried by the following vote:**

**Aye, 10 -** Commissioner Molek Commissioner Rosenthal Commissioner Armstrong  
Chairman Rose Commissioner Pedersen Commissioner Cunningham  
Commissioner Mulligan Commissioner Hart Commissioner Venturi  
Commissioner Swartz

6.5

Nomination and Election of Executive Committee Members

*Chairman Rose informed the HCDC that the Executive Committee (EC) had discussed this item during its meeting, as Burnell Russell was no longer a Village President. The consensus was that the HCDC not nominate a new municipal/township representative until the HCDC contains its full representation of municipal/township leadership (5 representatives). Staff had checked with the State's Attorney's Office, which stated that the EC could continue with its present membership until that time.*

**A motion was made by Commissioner Venturi, seconded by Commissioner Swartz, to maintain current membership of the Executive Committee until a municipal/township official is added to the HCDC. The motion carried by the following vote:**

**Aye, 10 -** Commissioner Molek Commissioner Rosenthal Commissioner Armstrong  
Chairman Rose Commissioner Pedersen Commissioner Cunningham  
Commissioner Mulligan Commissioner Hart Commissioner Venturi  
Commissioner Swartz

**6.6**

Approval of Organization to Administer CDBG-Funded Fair Housing Program.

*Presented by Jodi Gingiss, Community Development Administrator.*

**A motion was made by Commissioner Hart, seconded by Commissioner Rosenthal, to approve the Prairie State Legal Services RFP response to administer the Fair Housing Program for a 2-year time frame. The motion carried by the following vote:**

**Aye, 10 -** Commissioner Molek Commissioner Rosenthal Commissioner Armstrong  
Chairman Rose Commissioner Pedersen Commissioner Cunningham  
Commissioner Mulligan Commissioner Hart Commissioner Venturi  
Commissioner Swartz

**6.7**

Joint resolution adopting the Lake County HOME Investment Partnerships Program (HOME) Homebuyer Policy: Underwriting, Lending and Refinancing Guidelines and the Lake County HOME Consortium: Recapture and Resale Provisions.

**Attachments:** [HOMEHomebuyer policy 2015.pdf](#)  
[Resale\\_Recapture Policy 2015.pdf](#)

*Presented by Jordan Bartle, Affordable Housing Planner.*

**A motion was made by Commissioner Swartz, seconded by Commissioner Cunningham, To approve the Joint resolution adopting the Lake County HOME Investment Partnerships Program Homebuyer Policy: Underwriting, Lending and Refinancing Guidelines and the Lake County HOME Consortium: Recapture and Resale Provisions. The motion carried by the following vote:**

**Aye, 10 -** Commissioner Molek Commissioner Rosenthal Commissioner Armstrong  
Chairman Rose Commissioner Pedersen Commissioner Cunningham  
Commissioner Mulligan Commissioner Hart Commissioner Venturi  
Commissioner Swartz

6.8

Presentation of updated 2015 meeting dates for the Housing & Community Development Commission (HCDC), HCDC Executive Committee and the HCDC Advisory & Recommendation Committees (ARCs).

**Attachments:** [2015 Revised HCDC Meeting Schedule.pdf](#)

*Presented by Jodi Gingiss, Community Development Administrator.*

7. **STAFF REPORTS**

*Ms. Gingiss announced that Burnell Russell was celebrating his 81st birthday and Mary Cunningham was celebrating her 70th birthday.*

8. **ADJOURNMENT**

**A motion was made by Commissioner Venturi, seconded by Commissioner Cunningham, To adjourn the meeting at 4:13 p.m. The motion carried by the following vote:**

**Aye, 10 -** Commissioner Molek Commissioner Rosenthal Commissioner Armstrong  
Chairman Rose Commissioner Pedersen Commissioner Cunningham  
Commissioner Mulligan Commissioner Hart Commissioner Venturi  
Commissioner Swartz