

# Lake County Illinois

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



## Minutes Report - Draft

Wednesday, May 9, 2018

2:30 PM

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

**Housing and Community Development Commission**  
**- Executive Committee**

1. **ROLL CALL**

*Vice-Chairman Venturi called the Housing and Community Development Commission (HCDC) Executive Committee (EC) meeting to order at 2:46 p.m.*

*Commissioner Calabresa was out of town on County Board business.*

*Staff: Jodi Gingiss, Brenda O'Connell, Dominic Strezo, Eric Foote, Irene Marsh-Elmer and Laura Walley*

**Present** 4 - Dan Venturi, Janet Swartz, Steve Carlson and Ray Rose

**Excused** 2 - Carol Calabresa and Linda Pedersen

2. **APPROVAL OF MINUTES**

2.1 **18-0173**

Approval of the November 15, 2017 Minutes

**Attachments:** [11.15.17 Minutes.pdf](#)

**A motion was made by Commissioner Swartz, seconded by Commissioner Rose, to approve the November 15, 2017 minutes. The motion carried by the following vote:**

**Aye** 4 - Commissioner Rose, Vice-Chairman Venturi, Commissioner Swartz and Ex-Officio Member Carlson

2.2 **18-0558**

Approval of the March 14, 2018 Minutes

**Attachments:** [3.14.18 Minutes.pdf](#)

**A motion was made by Commissioner Swartz, seconded by Commissioner Rose, to approve the March 14, 2018 minutes. The motion carried by the following vote:**

**Aye** 4 - Commissioner Rose, Vice-Chairman Venturi, Commissioner Swartz and Ex-Officio Member Carlson

3. **CHAIR'S REMARKS**

*Vice-Chairman Venturi apologized for being late.*

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 **18-0575**

Joint resolution approving the 2018 Housing and Community Development Annual Action Plan, authorizing all necessary correspondence for the implementation of the plan with the United States Department of Housing and Urban Development (HUD).

- Following an initial Public Hearing for the 2018 Annual Action Plan on March 14, 2018, the HUD announced the 2018 funding amounts.
- Lake County's combination of Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) funds totals

\$4,783,403, an increase of 19.6 percent from the previous year. While CDBG increased 9.7 percent to \$2,882,885 and HOME increased 45.5 percent to \$1,684,216, ESG returned to normal levels (\$216,362) after providing special one-time additional funding last year.

- On March 14, 2018 the HCDC voted on initial funding recommendations totaling only \$4,079,089. In the 2018 draft Annual Action Plan for the second Public Hearing, the increase of \$704,314 was used first to fund administration and CDBG public services up to their respective statutory caps (10 percent admin HOME/ 20 percent admin CDBG/ 15 percent CDBG public services) and then to satisfy municipal agreements (e.g. Lake County HOME Consortium and North Chicago CDBG agreements).
- After increasing approved CDBG public services and ESG activities to requested amounts, Staff recommends the inclusion of a special application round for the remaining \$420,058 in unallocated funds (\$346,627 HOME and \$73,431 CDBG).

**Attachments:** [Lake County and Waukegan 2018 Annual Action Plan.pdf](#)

*Presented by Jodi Gingiss, Community Development Administrator*

## 6.2 18-0562

Commission action to initiate special application round for Permanent Supportive Housing

- The 2015-2019 Consolidated Plan identifies the community need for increasing availability of permanent supportive housing (PSH) within its broader focus on increasing the supply of affordable housing.
- The first four regular application rounds of the 2015-2019 Consolidated Plan period, however, have not yielded any permanent supportive housing (PSH) applications nor resulting projects. Consequently, PSH represents a significant gap in the continuum of affordable housing options proposed and developed within this Consolidated Plan period.
- The increase in Program Year 2018 funding from the Department of Housing & Urban Development (HUD) has made available \$420,058 (\$73,431 CDBG and \$346,627 HOME). This funding in potential combination with a new round of state funding for PSH creates an opportunity to address this PSH gap in Lake County's continuum of affordable housing options.
- Staff recommends HCDC action to initiate a special application round for creation of Permanent Supportive Housing with priority given to projects that serve either chronically homeless on the Coordinated Entry waiting list for PSH or people with mental illness exiting Jail.

*Presented by Jodi Gingiss, Community Development Administrator*

**A motion was made by Commissioner Swartz, seconded by Commissioner Rose, to forward a recommendation to initiate a special application round for Permanent Supportive Housing to the HCDC for approval. The motion carried by the following vote:**

**Aye** 4 - Commissioner Rose, Vice-Chairman Venturi, Commissioner Swartz and Ex-Officio Member Carlson

## 6.3 18-0573

Joint resolution approving a Memorandum of Understanding (MOU) between Lake County and a previously approved sub-recipient of 2018 Community Development Block Grant (CDBG) funds.

- United States Department of Housing and Urban Development (HUD) under 24 CFR 570.200(h) permits CDBG grantees such as Lake County to allow its CDBG sub-recipients to begin spending on CDBG projects prior to receipt by Lake County of its CDBG award.

The Lake County Board has approved such MOUs in the past, with sub-recipients traditionally willing to take the additional risk.

- The sub-recipient proposed for a 2018 MOUs are the Village of Mundelein and the City of North Chicago. Both municipalities are looking to maximize the amount of days remaining in the 2018 construction season. The City of North Chicago will improve approximately 4200 linear feet of sanitary sewer in a low/mid income area. The Village of Mundelein is pursuing the demolition of a structure located at 538 Morris Street to facilitate a future housing development.
- The proposed MOUs will put the City of North Chicago and the Village of Mundelein on notice that the risk of incurring pre-award costs is borne by the sub-recipient and that such risks include both reimbursement of these expenses is completely dependent on the CDBG 2018 grant award provided by HUD and a potential outcome where no CDBG funds are awarded to it.

**Attachments:** [MOU NC and LC Comm Dev. CDBG 2018.pdf](#)

*Presented by Jodi Gingiss, Community Development Administrator*

**A motion was made by Commissioner Rose, seconded by Commissioner Swartz, to forward the Joint Resolution approving two MOUs, between Lake County and the City of North Chicago and Lake County and the Village of Mundelein, to the HCDC for approval. The motion carried by the following vote:**

**Aye** 4 - Commissioner Rose, Vice-Chairman Venturi, Commissioner Swartz and Ex-Officio Member Carlson

**7. STAFF REPORTS**

*Jodi Gingiss distributed a sheet detailing proposed changes to the Advisory and Recommendation Committees' (ARC) membership, asking that the Executive Committee hold a straw poll on this information. The two changes involved assigning Commissioner Meehan to the Affordable Housing ARC and assigning recently-appointed Commissioner Henley to the Public Improvements ARC.*

**8. ADJOURNMENT**

**A motion was made by Commissioner Swartz, seconded by Commissioner Rose, to adjourn the meeting at 2:58 p.m. The motion carried by the following vote:**

**Aye** 4 - Commissioner Rose, Vice-Chairman Venturi, Commissioner Swartz and Ex-Officio Member Carlson