

Lake County Illinois

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



Minutes Report - Draft

Wednesday, January 16, 2019

3:30 PM

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

Housing and Community Development Commission

1. ROLL CALL

Chairman Rose called the meeting of the Housing and Community Development Commission (HCDC) to order at 3:35 p.m.

Guests: Mary Ellen Tamasy of Community Partners for Affordable Housing

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

Present 12 - Janet Swartz, Joel Sikes, Ray Rose, Anne Flanigan Bassi, Mary Dominiak, Stephen Henley, Adam Didech, Jennifer Clark, Linda Pedersen, Diane Hewitt, Mary Cunningham and Steve Carlson

Excused 3 - Dan Venturi, Michael Meehan and Bethany Williams

2. APPROVAL OF MINUTES

2.1 19-0122

Approval of the October 10, 2018 Minutes

Attachments: [10.10.18 Minutes.pdf](#)

A motion was made by Commissioner Henley, seconded by Commissioner Hewitt, to approve the October 10, 2018 minutes. The motion carried by the following vote:

Aye 10 - Commissioner Swartz, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Ex-Officio Member Carlson, Chairman Rose, Commissioner Dominiak, Commissioner Henley, Commissioner Didech and Commissioner Clark

Not Present 2 - Commissioner Sikes and Commissioner Flanigan Bassi

3. CHAIR'S REMARKS

Chairman Rose wished everybody a happy New Year and stated that he was looking forward to another successful year with the Housing and Community Development Commission (HCDC). He then welcomed the HCDC's two new members, Adam Didech and Jennifer Clark, who are new members of the Lake County Board.

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 19-0131

Housing & Community Development Commission (HCDC), Advisory & Recommendation Committee (ARC) Members

Attachments: [HCDC Members.pdf](#)

[ARC Membership 2019.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

Chairman Rose went over the current HCDC member composition and the map that

indicated the locations of those members. He said that a goal of the HCDC was to have a membership which provided representation across Lake County.

Adam Didech, the new member appointed to the Public Services ARC, has served on the board of a family charitable foundation. His family has prioritized working with non-profit agencies and he wishes to continue this work through the HCDC.

Jennifer Clark, the new member appointed to the Affordable Housing ARC, said that she has volunteered her legal services with Prairie State Legal Services, assisting those with housing issues. She has also helped people move from homelessness into transitional housing and has volunteered with local food pantries.

6.2 19-0130

2019 Commission Meeting Schedule

Attachments: [2019 Housing and Community Development Commission Meeting Schedu](#)

Presented by Jodi Gingiss, Community Development Administrator

6.3 19-0132

Presentation: Open Community Development Projects

Presented by Jodi Gingiss, Community Development Administrator; Irene Marsh-Elmer, Housing Grant Administration Specialist; Dominic Strezo, Environmental Project Coordinator; and Eric Foote, Grant Administration Specialist

6.4 19-0129

Discussion: Grant Performance Update (January 2019)

- The Grant Performance Update policy, which was adopted on February 11, 2014, is meant to provide a framework for reporting of certain programs or projects funded with federal dollars.
- The Policy delineates the elevation procedure for troubled projects, the final stage of which is notification of the Housing & Community Development Commission (HCDC).
- Three projects are included in this January 2019 Update that are faced by significant delays.

Attachments: [Grant Performance Update 01 16 2019.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator, and Dominic Strezo, Environmental Project Coordinator

The Lakeview Pointe affordable housing project has encountered a difficulty. The HCDC approved funding for the land purchase for this rental housing project, for which an Environmental Review Record (ERR) remains pending with uncertainty over future timing. The Busy Brain's Children's Museum project has encountered delays to the construction schedule due to structural issues with the roof and may be forced by the Village of Lake Villa to suspend the project. The Housing Opportunity Development Corporation (HODC) – Zion Woods project is applying for 2019 Illinois Department Housing Authority (IDHA)

Low Income Housing Tax Credits (LIHTC). The project schedule has been extended to allow for the application and potential awarding of these funds.

6.5 19-0134

Presentation: Upcoming 2019 Homeless Point in Time (PIT) Count & Data

Presented by Jodi Gingiss, Community Development Administrator; Brenda O'Connell, Continuum of Care Program Coordinator; and Irene Marsh-Elmer, Housing Grant Administration Specialist

Commissioner Cunningham expressed appreciation of Community Development staff who provided research to and worked with the Lake County Coalition for the Homeless for its "Report on the State of Homelessness in Waukegan".

7. STAFF REPORTS

There were no staff reports.

8. ADJOURNMENT

A motion was made by Commissioner Cunningham, seconded by Commissioner Sikes, to adjourn the meeting at 5:08 p.m. The motion carried by the following vote:

Aye 11 - Commissioner Swartz, Commissioner Sikes, Commissioner Cunningham, Commissioner Hewitt, Ex-Officio Member Carlson, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Dominiak, Commissioner Henley, Commissioner Didech and Commissioner Clark

Not Present 1 - Vice-Chairman Pedersen