

Lake County Illinois

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



Minutes Report - Draft

Wednesday, March 13, 2019

3:30 PM

10th floor Assembly Room
18 N. County Street, Waukegan

Housing and Community Development Commission

1. ROLL CALL

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

Guests: Taylor Wegrzyn of the Village of Mundelein; Ashley Styx of Catholic Charities; Ben Richards of the Waukegan Park District; Megan McKenna of Mano a Mano; Kristin Keramidas of Youth and Family Counseling; Deanna Olmem of United Way; Kori Larson of Glenkirk; Amanda Levinson of Arden Shore; Trisha Blythe of Youth Conservation Corps; Elizabeth Thielen of Nicasa; Barth Landor of Erie Family Health; David McDermott of Lake County Health Department; Cheryl Hudson-Jackson of YWCA Lake County; Adriana Gonzalez of Greater Waukegan Development Coalition; and Bill Durkin of the Lake County Board

Staff: Jodi Gingiss, Eric Foote, Dominic Strezo, Irene Marsh-Elmer and Laura Walley

Present 11 - Dan Venturi, Janet Swartz, Joel Sikes, Michael Meehan, Anne Flanigan Bassi, Bethany Williams, Mary Dominiak, Jennifer Clark, Linda Pedersen, Mary Cunningham and Sharaka Leonard

Excused 4 - Ray Rose, Stephen Henley, Adam Didech and Diane Hewitt

2. APPROVAL OF MINUTES

2.1 19-0468

Approval of the February 13, 2019 Minutes

Attachments: [2.13.19 Minutes.pdf](#)

A motion was made by Commissioner Cunningham, seconded by Commissioner Swartz, to approve the February 13, 2019 minutes. The motion carried by the following vote:

Aye 8 - Commissioner Venturi, Commissioner Swartz, Commissioner Sikes, Commissioner Meehan, Commissioner Dominiak, Commissioner Clark, Vice-Chairman Pedersen and Commissioner Cunningham

Not Present 3 - Commissioner Flanigan Bassi, Commissioner Williams and Commissioner Leonard

3. CHAIR'S REMARKS

Vice-Chairman Pedersen 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 19-0465

Presentation: 2019 Proposed Funding Recommendations - U.S. Department of Housing & Urban Development (HUD), Lake County Affordable Housing Program & Video Gaming Revenue Grants

Attachments: [PART 91.pdf](#)

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

6.2 19-0464

PUBLIC HEARING: Proposed 2019 Funding Recommendations- U.S. Department of Housing & Urban Development (HUD), Lake County Affordable Housing Program & Video Gaming Revenue Grants

Vice-Chairman Pedersen requested a motion to open the Public Hearing.

Motion: To open the Public Hearing at 3:45 p.m.

Motion Made By: Daniel Venturi

Motion 2nd By: Mary Dominiak

Motion approved with Sharaka Leonard and Bethany Williams not present

Ashley Styx, of Catholic Charities, spoke about the programs and services that the proposed funding awards would assist, including the rapid rehousing and homeless prevention programs and behavioral health services.

Elizabeth Thielen, of Nicasa, thanked the Housing & Community Development Commission for the recommended Gambling Outreach and Gambling Counseling funding. She spoke about the negative impacts that gambling has on individuals, families and the community, and offered to speak with any groups that would be interested in learning about gambling addiction.

Vice-Chairman Pedersen and Commissioner Cunningham thanked Nicasa for its work in Lake County.

There were no further public comments.

Motion: To close the Public Hearing at 3:52 p.m.

Motion Made By: Daniel Venturi

Motion 2nd By: Mary Cunningham

Motion approved with Sharaka Leonard not present

6.3 19-0466

Joint resolution authorizing Program Year 2019 U.S. Department of Housing & Urban Development (HUD) Annual Action Plan

- Following the second public hearing on the 2019 Annual Action Plan (AAP), the Housing & Community Development (HCDC) will vote to recommend the 2019 AAP to the Lake County Board.
- This authorization will be separated into two votes; (1) a vote on the Action Plan without the following funding recommendations; (2) a vote for funding agencies on which members of the (HCDC) serve. (In this case, Antioch Area Healthcare Alliance and Lake County Municipal League.)

Attachments: [2019 Lake County AAP.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

Motion: To approve the joint resolution authorizing the PY2019 Annual Action Plan funding recommendation for the Antioch Area Healthcare Alliance, as presented within the "2019 Funding Recommendations" handout.

Motion Made By: Daniel Venturi

Motion 2nd By: Janet Swartz

Motion approved with Mary Dominiak and Linda Pedersen abstaining

Presented by Jodi Gingiss, Community Development Administrator

Motion: To approve the joint resolution authorizing the PY2019 Annual Action Plan funding recommendation for the Lake County Municipal League, as presented within the "2019 Funding Recommendations" handout.

Motion Made By: Daniel Venturi

Motion 2nd By: Bethany Williams

Motion approved

A motion was made by Commissioner Venturi, seconded by Commissioner Swartz, to approve the joint resolution authorizing the PY2019 Annual Action Plan, excluding the funding recommendations for the Antioch Area Healthcare Alliance and the Lake County Municipal League, as presented within the handout titled "2019 Funding Recommendations". The motion carried by the following vote:

Aye 11 - Commissioner Venturi, Commissioner Swartz, Commissioner Sikes, Commissioner Meehan, Commissioner Flanigan Bassi, Commissioner Williams, Commissioner Dominiak, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Cunningham and Commissioner Leonard

6.4 19-0471

Joint resolution authorizing 2019 Lake County Affordable Housing Program (LCAHP) grant awards.

- In September 2018, Community Development staff released the LCAHP, HOME Investment Partnerships Program and Community Development Block Grant (CDBG) 2019 funding round, soliciting eligible affordable housing programs and projects.
- The recent affordable housing application round resulted in 10 requests totaling \$4,800,000 for only \$2,200,000 in available housing dollars.
- The Affordable Housing Advisory and Recommendation Committee (ARC) recommends LCAHP funding of \$301,000 (including \$1,000 of previously unspent LCAHP funds) as follows:
 - \$160,000 to establish a Landlord Risk Mitigation Pool [Community Partners for Affordable Housing];
 - \$50,000 for rapid rehousing [Catholic Charities];
 - \$21,000 for construction apprenticeships building new homes in Zion, Illinois [Youth Conservation Corps];
 - \$10,000 (plus other funds from HOME and CDBG) to expand Permanent

- Supportive Housing for Pay for Success [To Be Determined by a Request for Proposal];
- \$30,000 in support of housing assistance programs [Community Partners for Affordable Housing]; and
- \$30,000 for grant administration [Community Development].

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Clark, seconded by Commissioner Cunningham, to approve the joint resolution authorizing the PY2019 Lake County Affordable Housing Program funding recommendations, as presented. The motion carried by the following vote:

Aye 11 - Commissioner Venturi, Commissioner Swartz, Commissioner Sikes, Commissioner Meehan, Commissioner Flanigan Bassi, Commissioner Williams, Commissioner Dominiak, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Cunningham and Commissioner Leonard

6.5 19-0470

Joint resolution authorizing 2019 Video Gaming revenue grant funding recommendations in the amount of \$622,170.

- 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 2018, Community Development received letters of intent for Video Gaming funds totaling \$1,169,300 for \$622,170 in available funds.
- On March 13, 2019, the Housing and Community Development Commission (HCDC) voted unanimously to recommend approval of 13 of the 17 applicants. Six of the 13 recommended grant recipients were approved for 100 percent of their grant request. Following are each of the 13 approved grants:
 - \$75,000 to Nicasa for gambling education and outreach;
 - \$75,000 to Nicasa for clinical therapeutic services for gambling addicts;
 - \$83,000 to United Way for 211 information and referral services; and
 - Multiple grants to increase the capacity of behavioral health service providers in Lake County: Catholic Charities (\$50,000); Community Youth Network (\$30,000); Erie Family Health (\$30,000); A Safe Place counseling (\$30,000); A Safe Place DCFS Co-location (\$15,000); Lake County Sheriff's Office (\$80,000); Arden Shore

Child and Family Services (\$42,500); Lake County Health Department (\$82,500); Zacharias Sexual Abuse Center (\$5,000) and Youth and Family Counseling (\$24,170).

- This commission action will be separated into two votes: (1) a vote on the Video Gaming Revenue grants without the following funding recommendation and (2) a vote for funding an agency on which a member of the Housing & Community Development (HCDC) serves (in this case, United Way of Lake County).

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Williams, seconded by Commissioner Sikes, to approve the joint resolution authorizing the PY2019 Video Gaming revenue grant funding recommendations, as presented. The motion carried by the following vote:

Aye 11 - Commissioner Venturi, Commissioner Swartz, Commissioner Sikes, Commissioner Meehan, Commissioner Flanigan Bassi, Commissioner Williams, Commissioner Dominiak, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Cunningham and Commissioner Leonard

6.6 19-0467

Joint resolution approving Memoranda of Understanding (MOUs) between Lake County and approved sub-recipients of 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-recipients proposed for a 2019 MOU are A Safe Place, Arden Shore Children & Family Services, City of North Chicago, City of Round Lake Beach, DeBruler Company, Glenkirk, Highland Park Community Nursery. Each of these entities seek to start an approved CDBG-funded project (or in the cases of A Safe Place, City of North Chicago and DeBruler Company, two projects) in advance of Lake County's receipt of a 2019 Grant Agreement.
- The proposed MOUs will put these sub-recipients 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 2019 grant award provided by HUD and a potential outcome where no CDBG funds are awarded to it.

Attachments: [MOU Arden and LC Comm Dev. CDBG 2019.pdf](#)
[MOU ASP and LC Comm Dev. CDBG 2019_security.pdf](#)
[MOU ASP and LC Comm Dev. CDBG 2019_shelter.pdf](#)
[MOU Debruler and LC Comm Dev. CDBG 2019.pdf](#)
[MOU Debruler and LC Comm Dev. CDBG 2019_Lilac.pdf](#)
[MOU Glenkirk and LC Comm Dev. CDBG 2019.pdf](#)
[MOU HPC and LC Comm Dev. CDBG 2019.pdf](#)
[MOU NC and LC Comm Dev. CDBG 2019.pdf](#)
[MOU NC and LC Comm Dev. CDBG 2019_trees.pdf](#)
[MOU RLB and LC Comm Dev. CDBG 2019.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Venturi, seconded by Commissioner Dominiak, to approve the joint resolution approving the Memoranda of Understanding between Lake County and the approved sub-recipients of CDBG grant funds, as presented. The motion carried by the following vote:

Aye 11 - Commissioner Venturi, Commissioner Swartz, Commissioner Sikes, Commissioner Meehan, Commissioner Flanigan Bassi, Commissioner Williams, Commissioner Dominiak, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Cunningham and Commissioner Leonard

6.7 19-0469

Joint resolution accepting the Administrator Role for Federal Emergency Management Agency (FEMA) grant- Emergency Food and Shelter Program.

- The Federal Emergency Management Agency (FEMA) offers emergency food and shelter grants on a regular basis unrelated to emergency events. This Emergency Food & Shelter Program (EFSP) currently benefits Lake County homeless services providers such as Catholic Charities and PADS.
- The United Way of Lake County has been administering EFSP for several years, but has had discussions with Community Development regarding the synergies to be gained and the economies of scale from potentially shifting EFSP program administration into the County's annual community development funding process.
- Lake County Community Development has been asked to administer EFSP on behalf of Lake County agencies for potential maximum reimbursement of \$7,000. This arrangement has been reviewed by the States Attorneys Office and represents little risk, namely because FEMA sends grant dollars directly to each recipient agency.
- Staff requests HCDC and Lake County Board acceptance of Community Development accepting the EFSP administrator role.

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

A motion was made by Commissioner Venturi, seconded by Commissioner Swartz, to approve the acceptance of the Administrator Role for FEMA grant: Emergency Food & Shelter Program, contingent on Lake County Community Development receiving the two percent fee allowable for administrative costs. The motion carried by the following vote:

Aye 10 - Commissioner Venturi, Commissioner Swartz, Commissioner Sikes, Commissioner Meehan, Commissioner Flanigan Bassi, Commissioner Williams, Commissioner Dominiak, Commissioner Clark, Vice-Chairman Pedersen and Commissioner Leonard

Abstain 1 - Commissioner Cunningham

7. STAFF REPORTS

There were no staff reports.

8. ADJOURNMENT

A motion was made by Commissioner Venturi, seconded by Commissioner Dominiak, to adjourn the meeting at 4:35 p.m. The motion carried by the following vote:

Aye 11 - Commissioner Venturi, Commissioner Swartz, Commissioner Sikes, Commissioner Meehan, Commissioner Flanigan Bassi, Commissioner Williams, Commissioner Dominiak, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Cunningham and Commissioner Leonard