

Lake County Illinois

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



Minutes Report - Draft

Wednesday, October 23, 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 3:39 p.m.

Guests: John Roehlk of the Village of Round Lake Heights; Trisha Blythe of Youth Conservation Corps; Chris DeBruler of The DeBruler Company; Beverly Mull of Scholars Soaring; and Victor Barrera of the City of North Chicago

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

Present 10 - Dan Venturi, Michael Meehan, Ray Rose, Anne Flanigan Bassi, Jennifer Clark, Linda Pedersen, Diane Hewitt, Janet Swartz, Billy McKinney and Laureen Wilhoit

Excused 6 - Bethany Williams, Mary Dominiak, Stephen Henley, Adam Didech, Mary Cunningham and Sharaka Leonard

2. APPROVAL OF MINUTES

2.1 19-1712

Approval of the July 17, 2019 Minutes

Attachments: [7.17.19 Draft Minutes.pdf](#)

A motion was made by Commissioner Venturi, seconded by Commissioner McKinney, to approve the July 17, 2019 minutes. The motion carried by the following vote:

Aye 10 - Commissioner Venturi, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Swartz, Commissioner McKinney and Commissioner Wilhoit

3. CHAIR'S REMARKS

The Chairman had no remarks.

4. PUBLIC COMMENTS (items not on the agenda)

There were no public comments.

5. OLD BUSINESS

5.1 19-1197

Discussion: Recommended Priority Needs & Goals of Lake County's 2020-24 Consolidated Plan for the U.S. Department of Housing & Urban Development (HUD).

Attachments: [Proposed Con Plan Priority Needs, Goals & Funding Strategies](#)

Presented by Jodi Gingiss, Community Development Administrator

5.2 19-1541

Staff Recommendation: Issue Call for Strategic Five-Year ConPlan Projects & Programs

Attachments: [ARC Implementation Memo](#)

[ARC Implementation Memo v2_Revised](#)

Presented by Jodi Gingiss, Community Development Administrator

6. NEW BUSINESS

6.1 19-1734

Commission Action: Issue Call for Key Projects & Proven Programs in Support of 2020-24 Consolidated Plan for the U.S. Department of Housing & Urban Development (HUD)

- The proposed Lake County 2020-24 Consolidated Plan ("ConPlan") for the U.S. Department of Housing & Urban Development (HUD) is focused on achieving the following goals: (1) Improve homeless crisis response system; (2) Assist Persons with Special Needs; (3) Maximize Affordable Housing; and (4) Prioritize Pathways for Economic Mobility.
- These four ConPlan goals face many natural barriers such as historical lack of funding, community resistance and stigma, with 444 square miles of recreational, industrial, and residential land settled in both suburban and urban patterns. To achieve these goals, Lake County is looking for local government and social service agency partners with whom to partner on major strategic projects and proven programs in support of these goals for the next five years.
- Staff requests HCDC approval of the release in tandem of both a Call for Five-Year Strategic ConPlan Projects & Proven Programs and an annual application process. The combination of these two entry points would allow the HCDC to identify potential future recipients of grant funding for strategic projects and proven programs while being responsive to annual community needs. The attached memos detail the two processes.

Attachments: [Five Year Call for Projects and Proven Programs MEMO](#)

[Annual applications memo](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Venturi, seconded by Vice-Chairman Pedersen, to approve the issuance of a Call for Key Projects and Proven Programs in support of the 2020 - 2024 Consolidated Plan for HUD. The motion carried by the following vote:

Aye 10 - Commissioner Venturi, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Swartz, Commissioner McKinney and Commissioner Wilhoit

6.2 19-1723

Discussion: Grant Performance Update (October 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).
- This October Update contains three projects discussed previously in the January 2019 Grant Performance Update when they became faced by significant delays.

Attachments: [Grant Performance Update 10 23 2019](#)

Presented by Dominic Strezo, Environmental Project Coordinator

6.3 19-1719

Commission Options to (Re) Allocate Stalled Project Funds & 2019 Program Income [Community Development Block Grant (CDBG)]

- The HCDC will discuss two reallocation options for \$775,000 of canceled CDBG project grant funds and \$28,681 of new 2019 CDBG program income.
- Lake County Community Development (LCCD) staff has identified two options to address this problem: Either to open a special funding round to acquire new projects or to initiate the protocol outlined in the Grant Funding Allocation Policy (attached).
- A major factor in this decision will be the upcoming March 1 CDBG Timeliness Test.

Attachments: [Grant Funding Allocation Policy](#)

Presented by Dominic Strezo, Environmental Project Coordinator

A motion was made by Commissioner Venturi, seconded by Commissioner Clark, to approve Option 2 for the reallocation of funds from stalled projects and 2019 Program Income, as delineated within the staff memo. The motion carried by the following vote:

Aye 10 - Commissioner Venturi, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Swartz, Commissioner McKinney and Commissioner Wilhoit

6.4 19-1720

U.S. Department of Housing & Urban Development (HUD) First Amendment --- 2019 Action Plan Presentation and Discussion

- Please see item 6.6 and attached for detail

Attachments: [1st Amendment 2019 AAP Redline](#)

Presented by Dominic Strezo, Environmental Project Coordinator

This matter was presented

6.5 19-1721

PUBLIC HEARING (IF APPLICABLE): First Amendment: 2019 Annual Action Plan - U.S. Department of Housing & Urban Development (HUD)

Chairman Rose asked for a motion to open the Public Hearing.

Motion: To open the Public Hearing at 4:14 p.m.

Motion Made By: Jennifer Clark

Motion 2nd By: Linda Pedersen

Motion approved

Trisha Blythe, of Youth Conservation Corps (YCC), thanked the Housing and Community Development Commission (HCDC) for its continued support, explaining that the agency's full-year crew has expanded and continues to learn from their new construction director. YCC will build three affordable homes, to be sold to income-qualified households.

Chris DeBruler, of The DeBruler Company, expressed his company's thanks for the additional funding for the rehabilitation of Lilac Ledge Senior Apartments in Waukegan.

He expects that construction will begin within the next few months.

John Roehlke, Round Lake Heights Chief of Police, attending on behalf of Mayor Lumpkins, thanked the HCDC for the proposed increase in funding for the Village's water main extension project.

Victor Barrera, of the City of North Chicago, informed the HCDC that North Chicago's City Council was excited about the possibility of additional funding for its demolition project, which helps to clear plighted properties. He said that North Chicago looks forward to continuing its partnership with Lake County and to building additional affordable housing.

Motion: To close the Public Hearing at 4:18 p.m.

Motion Made By: Daniel Venturi

Motion 2nd By: Anne Flanigan Bassi

Motion approved

6.6 19-1722

Joint resolution approving First Amendment to the 2019 United States Housing and Urban Development (HUD) Action Plan.

- HUD requires the submission of an Annual Action Plan and associated amendments to govern the expenditure of federal funding.
- The Lake County Citizen Participation plan requires the execution and approval of an Action Plan Amendment for any new project or major change in scope of project.
- The First Amendment to the 2019 Annual Action Plan allocates \$28,681 in new 2019 program income and reallocates \$775,000 from stalled projects.
- Such reallocations require the proposed amendment to the Annual Action Plan be accompanied by a 30-day public comment period and public hearing.
- The Advisory and Recommendation Committees (ARCs) of the Housing and Community Development Commission (HCDC) recommended the replacement projects and programs for funding.

Attachments: [2019 AAP 1st Amendment](#)

Chairman Rose asked for a motion on the joint resolution.

A motion was made by Commissioner Venturi, seconded by Commissioner Swartz, to approve the joint resolution approving the First Amendment to the 2019 Annual Action Plan. The motion carried by the following vote:

Aye 10 - Commissioner Venturi, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Swartz, Commissioner McKinney and Commissioner Wilhoit

7. STAFF REPORTS

Jodi Gingiss, Community Development Administrator, asked the HCDC to please help promote the Five-year Call for Projects. If any Commissioners were aware of possible projects, she requested that they help staff to interface with the individuals or organizations

with the potential projects.

8. ADJOURNMENT

A motion was made by Commissioner Flanigan Bassi, seconded by Commissioner Venturi, to adjourn the meeting at 4:20 p.m. The motion carried by the following vote:

Aye 10 - Commissioner Venturi, Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Swartz, Commissioner McKinney and Commissioner Wilhoit