

Lake County Illinois

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



Minutes Report - Draft

Wednesday, October 23, 2019

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 meeting Housing and Community Development Commission (HCDC) Executive Committee to order at 2:33 p.m.

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

Present 3 - Dan Venturi, Janet Swartz and Ray Rose

Excused 1 - Linda Pedersen

2. APPROVAL OF MINUTES

2.1 19-1037

Approval of the April 10, 2019 Minutes

Attachments: [4.10.19 Minutes.pdf](#)

A motion was made by Commissioner Swartz, seconded by Commissioner Rose, to approve the April 10, 2019 minutes. The motion carried by the following vote:

Aye 3 - Venturi, Swartz and Commissioner Rose

3. CHAIR'S REMARKS

Vice-Chairman Venturi 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 19-1192

Assignment of HCDC Members to Advisory & Recommendation Committees (ARC)

- Per the HCDC By-laws, the Executive Committee is responsible to assign members of the HCDC to an Advisory & Recommendation Committee (ARC).
- The ARC assignments in the attached document list existing ARC assignments with new members assigned to the ARC in their area of expertise.

Attachments: [ARC Membership 2019 - July](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Swartz, seconded by Commissioner Rose, to approve the assignments of the newest HCDC members to the recommended Advisory & Recommendation Committees. The motion carried by the following vote:

Aye 3 - Venturi, Swartz and Commissioner Rose

6.2 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 Rose, seconded by Commissioner Swartz, to forward a recommendation to issue a Call for Key Projects and Proven Programs for the 2020–2024 Consolidated Plan to the HCDC for approval. The motion carried by the following vote:

Aye 3 - Venturi, Swartz and Commissioner Rose

6.3 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

6.4 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 Rose, seconded by Commissioner Swartz, to forward this item to the HCDC for discussion. The motion carried by the following vote:

Aye 3 - Venturi, Swartz and Commissioner Rose

7. STAFF REPORTS

Jodi Gingiss stated that there would be an election during an upcoming meeting of the Housing and Community Development Commission for the Chairman and Vice-Chairman positions, along with appointments of the four other members of the Executive Committee (EC), to comprise the full complement of six EC members.

8. ADJOURNMENT

A motion was made by Commissioner Swartz, seconded by Commissioner Rose, to adjourn the meeting at 3:16 p.m. The motion carried by the following vote:

Aye 3 - Venturi, Swartz and Commissioner Rose