

# Lake County Illinois

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



## Meeting Minutes

Wednesday, May 13, 2015

2:30 PM

10th floor Conference Room C  
18 N. County Street, Waukegan, IL 60085

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

**1. ROLL CALL**

*Chairman Pedersen called the Housing and Community Development Commission (HCDC) Executive Committee (EC) meeting to order at 2:35 p.m.*

*Staff: Jodi Gingiss, Jordan Bartle, Monika Bobo, Brenda O'Connell and Sandi Friedman*

**Present** 4 - Dan Venturi, Janet Swartz, Carol Calabresa and Linda Pedersen

**Excused** 2 - Burnell Russell and Ray Rose

**2. APPROVAL OF MINUTES**

**2.1**

Approval of March 11, 2015 Executive Committee Minutes.

**Attachments:** [3.11.15 Exec Minutes.pdf](#)

**A motion was made by Commissioner Swartz, seconded by Vice-Chairman Venturi, to approve the March 11, 2015 minutes. The motion carried by the following vote:**

**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**

*There was no old business.*

**6. NEW BUSINESS**

**6.1**

Preliminary Discussion of 2015 Housing & Community Development applications

*Jodi Gingiss announced that Brenda O'Connell's new position/title is Continuum of Care Coordinator.*

*Ms. Gingiss briefly reviewed the goals of the Con Plan. Several scenarios were discussed as examples. The applications were pretty evenly applied to for the goals this year. As for the amount of requested funds, Housing, for example, received a request for \$2.8 M last year in applications and this year the requests were \$3.1 M.*

*Ms. Gingiss further reviewed several examples of needed funds that were pointed out by the consultants at previous meetings. She compared several applications received this year to the examples previously discussed.*

**6.2**

Vote to request two conflict of interest waivers from US Department of Housing & Urban Development (HUD)

**Attachments:** [CFR-2004-title24-vol3-sec570-611](#)  
[Lake Villa Conflict of Interest Waiver Request.pdf](#)  
[CPAH COI Waiver Request.pdf](#)

- *Three applications for 2015 Housing & Community Development funds contain situations that could be perceived as conflicts of interest, so require two different waivers from the U.S. Department of Housing & Urban Development (HUD) in order to be considered for funding by the Housing & Community Development Commission (HCDC).*
- *Neither of these waiver requests represents an approval for funding of the respective funding applications.*
- *One potential conflict of interest concerns two applications for Goal #6 funding to "Revitalize Business Districts" in an area where one of the HCDC members owns a small commercial building used as an office.*
- *A second potential conflict of interest concerns an application for funds from an organization that has current tenants on its board of directors. (This is standard for a community land trust, an affordable housing model embraced by HUD). HUD requires a conflict of interest waiver to provide HUD funding to organizations where board members could directly benefit from HUD's grants.*
- *Both waiver requests contain written opinions by the States Attorney's Office that no local laws would be broken.*

**A motion was made by Commissioner Swartz, seconded by Commissioner Calabresa, To forward the request for conflict of interest waivers to the HCDC for approval. The motion carried by the following vote:**

**Aye** 3 - Commissioner Swartz, Commissioner Calabresa and Chairman Pedersen

**Abstain** 1 - Vice-Chairman Venturi

### 6.3

Village of Mundelein CDBG Public Infrastructure Grant Amendment Request - 2013

**Attachments:** [Mundelein 2013 CDBG #C1311 Scope Change Request.pdf](#)

- *Village of Mundelein was awarded \$85,000 in 2013 CDBG funds for its 2013 Sanitary Sewer Rehabilitation Project; the original contractor defaulted. Although the work was started and nearly completed, the Village's ability to provide documentation indicating compliance with CDBG regulations was compromised.*
- *Consequently, the Village of Mundelein is requesting that the HCDC approve an amendment to its 2013 CDBG Public Infrastructure agreement in order to repurpose funds to a new project meeting CDBG requirements.*

- *Staff's review of the new scope suggests the project would have obtained funding in the PY2013 round.*

**A motion was made by Commissioner Swartz, seconded by Vice-Chairman Venturi, to forward Mundelein's request for an amendment to its PY2013 project to the HCDC for approval. The motion carried by the following vote:**

**Aye** 4 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa and Chairman Pedersen

**7. STAFF REPORTS**

*There were no staff reports.*

**8. ADJOURNMENT**

**A motion was made by Vice-Chairman Venturi, seconded by Commissioner Swartz, to adjourn the meeting at 2:55 p.m. The motion carried by the following vote:**

**Aye** 4 - Vice-Chairman Venturi, Commissioner Swartz, Commissioner Calabresa and Chairman Pedersen