

# Lake County Illinois

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



## Meeting Minutes

Wednesday, June 10, 2015

2:30 PM

2nd floor Conference Room - Central Permit Facility  
500 W. Winchester Road, Libertyville, IL 60048

### **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 2:38 p.m.*

*Guests: Donna Drinka of Catholic Charities and Joel Williams of PADS Lake County*

*Staff: Eric Waggoner, Jodi Gingiss, Brenda O'Connell, Jordan Bartle, Sandi Friedman and Laura Walley*

**Present** 7 - Dan Venturi, Janet Swartz, Burnell Russell, Ray Rose, Carol Calabresa, Linda Pedersen and Steve Carlson

**2. APPROVAL OF MINUTES**

**2.1**

Approval of the May 13, 2015 Minutes

**Attachments:** [5-13-15 Executive Committee Minutes.pdf](#)

**A motion was made by Commissioner Swartz, seconded by Commissioner Calabresa, to approve the May 13, 2015 minutes, as amended.**

**Aye** 6 - Vice-Chairman Venturi, Ex-Officio Member Carlson, Commissioner Swartz, Commissioner Russell, Commissioner Calabresa and Chairman Pedersen

**Not Present** 1 - Commissioner Rose

**3. CHAIR'S REMARKS**

*Chairman Pedersen thanked the organizations for their applications and the Advisory and Recommendation Committee (ARC) members for their thoughtful consideration of the funding requests. She stated that it was not possible to fund all applicants, due to the limited amount of money available, and that the HCDC endeavored to fairly distribute those funds.*

**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**

Joint resolution approving this first amendment to the 2015 Housing and Community Development Action Plan, and authorizing the execution of all necessary correspondence to distribute this Plan to the U.S. Department of Housing and Urban Development and to implement this Plan.

**Attachments:** [June 11 2015 Public Hearing Version.pdf](#)

*Ms. Jodi Gingiss gave an overview of the applications recommended for funding, as*

*detailed in the handouts, stating that the recommended projects would place the County on course with the goals determined in the 2015 – 2019 Consolidated Plan. The goals targeted 58% of available funds for housing, 34% for neighborhoods and 8% for jobs. She then spoke about the Affordable and Special Needs Housing projects recommended for funding by the Affordable Housing ARC. Unfortunately, one of the two new-construction rental housing projects, Housing Opportunity Development Corporation's Zion Woods, had since been withdrawn due to an issue with zoning.*

*Ms. Brenda O'Connell presented the Emergency Solutions Grant (ESG) funding recommendations of the Homeless Assistance ARC (see handout), speaking briefly about each agency's project and explaining the Housing First approach to ending homelessness. She offered explanations on the agencies with applications that scored below the minimum required for funding consideration.*

*Ms. Gingiss spoke about the Public Improvements ARC's funding recommendations, explaining that projects dealing with roadways must not be simple surface repairs; roadway projects must consist of more extensive improvements. Commissioner Calabresa expressed her appreciation of the comprehensive outlook engendered by the new Consolidated Plan and staff's technical assistance to help applicants submit applications that address a more holistic, multi-year approach to improve Lake County. Ms. Gingiss said that Community Development (CD) staff provided early assistance to the organizations to increase their knowledge of the Consolidated Plan's objectives. She stated that CD was waiting for the U.S. Department of Housing and Urban Development's (HUD) disposition on two Conflict of Interest waivers for the projects located within Lake Villa, as HCDC Commissioner Venturi has an office in the vicinity of those projects. Therefore, the Lake Villa and Busy Brains projects would need to be approved conditional to HUD's waiver approvals.*

*Mr. Jordan Bartle presented information on the Public Services (PS) ARC's recommended projects; he reminded the EC that Prairie State Legal Services' Fair Housing project had been reviewed and recommended for \$70,000 at an earlier date, as a Request for Proposal (RFP) had been published for this project. He said that the application requests totaled \$680,000, while available funds were approximately \$291,000. Mr. Bartle and Ms. Gingiss answered questions on several of the agencies and their projects. Ms. Gingiss reminded the EC that the PS ARC had previously recommended that Lake County Workforce Development would receive the money set aside for jobs, which will be used to help fund jobs for graduates of its manufacturing program.*

**A motion was made by Commissioner Calabresa, seconded by Commissioner Swartz, to forward the 2015 Action Plan resolution to the HCDC for approval. The motion carried by the following vote:**

**Aye** 6 - Ex-Officio Member Carlson, Commissioner Swartz, Commissioner Russell, Commissioner Rose, Commissioner Calabresa and Chairman Pedersen

**Abstain** 1 - Vice-Chairman Venturi

6.2

Joint resolution accepting the 2014 Department of Housing and Urban Development's (HUD) Continuum of Care Homeless Assistance grant awards and ServicePoint User Fees and authorizing an emergency appropriation in the amount of \$640,447.

**Attachments:** [COC Line Item Emergency Appropriation Work Sheet.pdf](#)

*Ms. Gingiss explained the need to gain permission in order to appropriate the funds for the Continuum of Care (CoC) Homeless Assistance Grants that will be administered by Lake County CD staff and also the appropriation of the fees paid by social service agencies to support the ServicePoint project.*

*Ms. O'Connell explained the eligible Continuum of Care project categories (see handout), as follows:*

- 1. Permanent Supportive Housing (PSH) provides long-term housing and services,*
- 2. Transitional Housing (TH) provides housing for up to twelve months,*
- 3. Rapid Rehousing (RRH) allows households to quickly move to a permanent residence through rental and utility assistance and case management,*
- 4. Homeless Management Information System (HMIS) provides a database on the County's homeless population and the services available to assist them, and*
- 5. Social Services Only (SSO) grants, used to fund services to assist those facing legal barriers to housing, to assist the homeless in finding housing and to help the homeless transition into housing.*

*Ms. O'Connell answered questions on the CoC agencies and their projects*

**A motion was made by Vice-Chairman Venturi, seconded by Commissioner Russell, to forward the resolution to the HCDC for approval. The motion carried by the following vote:**

**Aye** 7 - Vice-Chairman Venturi, Ex-Officio Member Carlson, Commissioner Swartz, Commissioner Russell, Commissioner Rose, 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 3:24 p.m. The motion carried by the following vote:**

**Aye** 7 - Vice-Chairman Venturi, Ex-Officio Member Carlson, Commissioner Swartz, Commissioner Russell, Commissioner Rose, Commissioner Calabresa and Chairman Pedersen