

Lake County Illinois

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



Meeting Minutes

Wednesday, June 10, 2015

3:30 PM

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

Housing and Community Development Commission

1. ROLL CALL

Chairman Rose called the Housing and Community Development Commission (HCDC) meeting to order at 3:45 p.m.

Guests: Donna Drinka, David Fries and Sarah Pinger of Catholic Charities; Lori Harper of I-PLUS; Joel Williams of PADS Lake County; Deborah Rabine of NorthPointe Resources; Arthur Gass of Black Chamber of Commerce of Lake County; Melissa Albach of Erie Family Health Center; Laura Sabino of Lake County Haven; Evelyn Chenier of Family First Center; Lara Cleary and Harriet Levy of the Center for Enriched Living; Linda Berkowitz and Mark Ingrum of Glenkirk; Lisa Johnson of Independence Center; Jackie Lynn of ElderCARE; Bev Saiz and Jason Clark of Little City Foundation; Mary Ellen Tamasy of Lake County Residential Development Corporation; Ross Jaske of Countryside Association; Karl Warwick of Lake Villa; Rob Anthony of Community Partners for Affordable Housing; David Mangus of YouthBuild Lake County; and Ezell Robins of the City of Waukegan

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

Present 14 - Karl Molek, Harriet Rosenthal, Judy Armstrong, Leonard Krapf, Carol Calabresa, Ray Rose, Linda Pedersen, Burnell Russell, Steve Carlson, Mary Cunningham, Virginia Mulligan, Diane Hewitt, Dan Venturi and Janet Swartz

Absent 3 - Glenn Swanson, Joe Mancino and Sandra Hart

2. APPROVAL OF MINUTES

2.1

Approval of the May 13, 2015 Minutes

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

A motion was made by Commissioner Cunningham, seconded by Commissioner Hewitt, to approve the May 13, 2015 minutes, as amended. The motion carried by the following vote:

Aye, 14 - Commissioner Molek Commissioner Rosenthal Commissioner Armstrong Krapf
Commissioner Calabresa Chairman Rose Commissioner Pedersen
Commissioner Russell Ex-Officio Member Carlson Commissioner Cunningham
Commissioner Mulligan Commissioner Hewitt Commissioner Venturi
Commissioner Swartz

Absent, 3 - Commissioner Swanson Commissioner Mancino Commissioner Hart

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

Public Hearing - Lake County Consortium 2015 Annual Action Plan

Ms. Jodi Gingiss announced that a new planner, Eric Foote, would soon join Community Development (CD). She expressed best wishes to Monika Bobo, who was at the Emergency Room, and welcomed Laura Walley back from medical leave. She added that CD would soon hire a Homeless Management Information System (HMIS) Administrator, thereby freeing Brenda O'Connell's time to concentrate on her new position as the Continuum of Care Coordinator.

Ms. Gingiss spoke about two potential repayment requirements from the U.S. Department of Housing and Urban Development (HUD), which must be paid with local funds. Lake County Affordable Housing Program (LCAHP) funds may be used to meet the requirements if they are used for HUD-eligible projects. She reminded the HCDC that during the May meeting the Commission had approved a \$2,000 fee, to be charged against the respective housing project's grant award, to pay for a professional environmental review and for inspections on any project involving construction. Infrastructure projects will have a lesser amount set aside to pay for the required environmental review. Ms. Gingiss then explained why HUD requested the repayments and why the County had contested them. HUD had not yet responded to the County's appeals, but CD had begun planning the repayments, should the appeals fail.

Ms. Gingiss presented an overview of the 2015 – 2019 Consolidated Plan goals and the Advisory and Recommendations Committees' (ARC) recommendations of the projects to meet those goals (see handout). She first described the Affordable and Special Needs Housing projects which received positive funding recommendations from the Affordable Housing ARC. Unfortunately, one of the two recommended new-construction rental housing projects, Housing Opportunity Development Corporation's Zion Woods, had since been withdrawn due to residents' concerns.

Ms. O'Connell explained the Housing First approach to ending homelessness, which rapidly moves the homeless into permanent housing, rather than having them remain within the shelter environment. She then presented the Homeless Assistance ARC's funding recommendations for the Emergency Solutions Grant (ESG) program (see handout), giving a brief description of each agency's project. She offered explanations on the agencies' applications that did not meet the minimal-score threshold to receive funding consideration. A discussion on the total number of homeless persons in the County ensued.

Ms. Gingiss presented the funding recommendations determined by the Public Improvements ARC. She explained that staff had informed potential applicants that HUD would not accept roadway projects that were simple surface repairs; roadway projects must consist of more extensive improvements. Ms. Gingiss gave a brief description of each recommended project, as detailed in the handout, and answered questions on

those projects.

Mr. Jordan Bartle stated that Public Services (PS) application requests totaled \$680,000 with approximately \$292,000 available for awards. He reminded the HCDC that Prairie State Legal Services' Fair Housing project had previously been reviewed and recommended for \$70,000, as a Request for Proposal had been published for the project. He informed the Commission about the project elements that caused applicants to receive low scores. Mr. Bartle asked if there were any questions about the projects recommended for funding by the PS ARC (see handout); the Commissioners had no questions.

Ms. Gingiss said that the 2015 Annual Action Plan also included the City of Waukegan's projects, as well as the projects planned by the City of North Chicago. Lake County's and North Chicago's combined projects would be on course with the goal levels (58% of available funds for housing, 34% for neighborhoods and 8% for jobs) determined in the 2015 – 2019 Consolidated Plan. She then explained that, if HUD required the repayments mentioned earlier, all but \$51,000 could be repaid through PY2015 LCAHP recommended projects that are also HUD-eligible projects. The County could then meet the remaining balance with PY2016 LCAHP funded projects.

Chairman Rose said that the meeting would proceed to the Public Hearing.

Motion: To open the Public Hearing at 4:34 p.m.

Motion Made By: Linda Pedersen

Motion 2nd By: Judy Armstrong

Motion approved

Mr. Arthur Gass, of the Black Chamber of Commerce, thanked the HCDC for its consideration of the Chamber's application. He stated that, even though his agency was not recommended for funding, it was understood that the review process was very competitive. He appreciated the work involved and looked forward to next year's process.

Dr. Evelyn Chenier, of Family First Center, expressed gratitude for her agency's funding recommendation, stating that Family First serves clients from Waukegan, North Chicago, Zion, Round Lake and Round Lake Beach.

Ms. Sarah Pinger, of Catholic Charities, thanked the HCDC for the funding recommendations for her agency's Tenant Based Rental Assistance program with Affordable Housing funds and also for its Homeless Prevention and Rapid Re-housing programs through Community Development Block Grant funds. She said that these awards would help to alleviate the gap when rental assistance money had previously been exhausted and would allow for improved continuity of services to their clients. Ms. Pinger also thanked Lake County for the ESG funding recommendations for Catholic Charities' Homeless Prevention and Rapid Re-housing programs and the City of Waukegan for its continued support of the agency's Emergency Food Pantry.

Ms. Laura Sabino, of Lake County Haven, offered her thanks for the agency's funding recommendation and expressed her gratitude for staff's assistance and guidance.

Ms. Mary Ellen Tamasy, of Lake County Residential Development Corporation (LCRDC), thanked the Commission for its continued support of her organization's projects. Fairhaven Crossing in Mundelein will construct 40 units of affordable rental housing and LCRDC's partnership with the Riverside Foundation will acquire and rehabilitate properties to provide group homes for persons with disabilities.

Mr. Joel Williams, of PADS Lake County, spoke about the ESG program and its purpose. While he was grateful for the funding recommendation of \$20,000, he strongly encouraged the HCDC to allocate PADS a \$45,000 award, which he stated was consistent with the past several years' grants.

Mr. Rob Anthony, of Community Partners for Affordable Housing, thanked the Commission and staff for the hard work involved in the application and review process and for the continued support of his organization's projects.

Ms. Donna Drinka, of Catholic Charities, expressed her thanks for the HCDC's support of the Rapid Re-housing program, which will help individuals and families to secure permanent housing. The agency will provide housing search and placement, budget counseling services, community linkage, and security deposit and subsidized rent assistance.

Reverend Jackie Lynn, of ElderCARE, thanked the Commission for its past support of the agency, which provides the only free transportation to northern Lake County's senior citizens for their medical appointments. She said that 75% of ElderCARE's clients were over 75 years of age, with 20% over 90 years of age. She looked forward to meeting with staff to receive technical assistance to improve the agency's proposal for the PY2016 funding cycle.

Chairman Rose asked if there were any additional public comment, to which there was no response.

Motion: To close the Public Hearing at 4:43 p.m.

Motion Made By: Carol Calabresa

Motion 2nd By: Janet Swartz

Motion approved

Commissioner Molek asked why PADS did not receive a recommendation for a greater percentage of its requested grant. Ms. Gingiss explained the two factors that affected this recommendation; 1) HUD's recommendation to shift homeless assistance funding to permanent housing, in this case rapid re-housing, and 2) the strength of PADS' current financial situation. The agency showed a \$504,432 surplus for the past fiscal year, in part resulting from \$12,000 in monthly savings on rent, due to the recent donation of a

building for its office/day center. Ms. Gingiss added that the agency had a new full-time grant writer and that 70% of its funding was derived from private donations. As of June 30, 2014, PADS' total asset base was \$1,259,982. Ms. Gingiss observed that a \$20,000 grant would not appear to impede service provision.

6.2

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. Gingiss informed the HCDC's County Board members that there might be a change to the Action Plan if the North Chicago City Council requires any changes to its section of the Plan. Staff will inform those members prior to the Plan being presented to the Health and Community Services Committee.

Chairman Rose thanked all of the organizations for their applications and for their assistance to the community. He expressed his regrets that there were limited funds available, stating that society was changing and therefore the County has had to refocus its priorities due to those changes. He also thanked the ARC members and staff for their efforts, as a great deal of thought and discussion went into the decision-making process.

A motion was made by Commissioner Swartz, seconded by Commissioner Mulligan, to approve the Joint Resolution for the first amendment to the 2015 Action Plan and authorize the execution of all correspondence to submit the Plan to HUD and implement the Plan. The motion carried by the following vote:

Aye, 13 - Commissioner Molek Commissioner Rosenthal Commissioner Armstrong Krapf
Commissioner Calabresa Chairman Rose Commissioner Pedersen
Commissioner Russell Ex-Officio Member Carlson Commissioner Cunningham
Commissioner Mulligan Commissioner Hewitt Commissioner Swartz

Abstain, 1 - Commissioner Venturi

Absent, 3 - Commissioner Swanson Commissioner Mancino Commissioner Hart

6.3

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 stated that Commission approval was needed for an emergency resolution to appropriate the funding approved by the Continuum of Care, a coalition of agencies providing homelessness assistance. The funds would be appropriated to and incorporated within the County's budget. Staff is required to coordinate with the Continuum of Care for the administration and strategic use of these HUD funds. The awards will be used to reduce homelessness and to provide permanent supportive

housing to those in need. Ms. Gingiss said that Ms. O'Connell, in her new position as Continuum of Care Coordinator, will fully devote her time to the completion of HUD's applications, reports and ensuring that the funds will be properly administered.

A motion was made by Commissioner Venturi, seconded by Commissioner Rosenthal, to approve the Resolution for the appropriation of funds for the Lake County Coalition for the Homeless awards and ServicePoint fees. The motion carried by the following vote:

Aye, 14 - Commissioner Molek Commissioner Rosenthal Commissioner Armstrong Krapf
Commissioner Calabresa Chairman Rose Commissioner Pedersen
Commissioner Russell Ex-Officio Member Carlson Commissioner Cunningham
Commissioner Mulligan Commissioner Hewitt Commissioner Venturi
Commissioner Swartz

Absent, 3 - Commissioner Swanson Commissioner Mancino Commissioner Hart

7. STAFF REPORTS

Ms. Gingiss reminded the Commission of its approval, during the May 13, 2015 meeting, of two Conflict of Interest HUD waiver requests. She informed the HCDC that both requests were still pending HUD's decision.

8. ADJOURNMENT

A motion was made by Vice-Chairman Pedersen, seconded by Commissioner Cunningham, to adjourn the meeting at 4:52 p.m. The motion carried by the following vote:

Aye, 14 - Commissioner Molek Commissioner Rosenthal Commissioner Armstrong Krapf
Commissioner Calabresa Chairman Rose Commissioner Pedersen
Commissioner Russell Ex-Officio Member Carlson Commissioner Cunningham
Commissioner Mulligan Commissioner Hewitt Commissioner Venturi
Commissioner Swartz

Absent, 3 - Commissioner Swanson Commissioner Mancino Commissioner Hart