

Lake County Illinois

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



Meeting Minutes

Wednesday, November 18, 2015

3:30 PM

**10th floor Assembly Room
18 N. County Street, Waukegan, IL 60085**

Housing and Community Development Commission

1. ROLL CALL

Vice-Chairman Pedersen called the Housing and Community Development Commission (HCDC) meeting to order at 3:35 p.m.

Guests: Corinna Aguirre of Erie Family Health Center; Mary Ellen Tamasy of Lake County Residential Development Corporation; Megan McKenna Mejia of Mano a Mano; Bruce Johnson of Nicasa BHS; Marqus Cole of Prairie State Legal Services; Lenny Krapf; and Audrey Nixon of the Lake County Board

Staff: Eric Waggoner, Jodi Gingiss, Monika Bobo, Eric Foote and Laura Walley

Present 14 - Karl Molek, Harriet Rosenthal, Judy Armstrong, Carol Calabresa, Linda Pedersen, Burnell Russell, Steve Carlson, Mary Cunningham, Virginia Mulligan, Sandra Hart, Diane Hewitt, Dan Venturi, Janet Swartz and Joel Sikes

Excused 3 - Ray Rose, Glenn Swanson and Joe Mancino

2. APPROVAL OF MINUTES

2.1

Approval of the September 9, 2015 Minutes

Attachments: [9.09.15 Minutes.pdf](#)

A motion was made by Commissioner Venturi, seconded by Commissioner Cunningham, to approve the September 9, 2015 minutes. The motion carried by the following vote:

Aye 14 - Commissioner Molek, Commissioner Rosenthal, Commissioner Armstrong, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Russell, Ex-Officio Member Carlson, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz and Commissioner Sikes

3. CHAIR'S REMARKS

Vice-Chairman Pedersen announced that Commissioner Armstrong would leave the HCDC at the end of December. Commissioner Armstrong said that it was a difficult decision and that she has enjoyed her time on the Commission. Vice-Chairman Pedersen stated that Commissioner Krapf was no longer a member of the HCDC and the Commission applauded him for his 25 years of service to the County. She then welcomed the new HCDC member, Joel Sikes. Commissioner Sikes gave a brief synopsis of his experiences and said that he looks forward to learning more about the County and working with the Commission.

4. PUBLIC COMMENTS (items not on the agenda)

Ms. Corinna Aguirre, of Erie Family Health Center, spoke about the agency's behavioral health grant, which would allow Erie to add a full-time counselor. She then provided information about Erie's Waukegan location.

5. OLD BUSINESS

There was no old business.

6. NEW BUSINESS

6.1

Proclamation honoring Leonard Krapf on his 25 years of service on this Commission.

The Proclamation was presented by Karl Molek, HCDC member. Mr. Krapf said that he had enjoyed his 25 years on the Commission and then spoke about his experiences on the HCDC. Commissioners Calabresa, Carlson, Cunningham and Board member Nixon thanked him for his years of service to the citizens of Lake County, to which sentiment the whole Commission agreed and applauded. Vice-Chairman Pedersen invited those present to enjoy cake in his honor after the meeting adjourned.

6.2

Discussion of 2010-2014 Performance

Attachments: [2010-14 Performance vs Goals.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

6.3

New Project - Bridge House Treatment Center Rehabilitation & Accessibility Modifications

Presented by Jodi Gingiss, Community Development Administrator, with additional information presented by Mr. Bruce Johnson, of Nicasa, the agency that administers the programs at Bridge House. The HCDC considered two options - one option to save the unallocated funds for the upcoming application round and the other option to consider a specific urgent need project recommended by staff.

A motion was made by Commissioner Venturi, seconded by Commissioner Calabresa, to approve the allocation of \$350,000 of CDBG funds for the Bridge House improvement project. The motion carried by the following vote:

Aye 14 - Commissioner Molek, Commissioner Rosenthal, Commissioner Armstrong, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Russell, Ex-Officio Member Carlson, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz and Commissioner Sikes

6.4

Project Change - North Chicago Strategic Revitalization

Attachments: [LCRDC Commission Request.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator, with additional information presented by Ms. Mary Ellen Tamasy, Executive Director of Lake County Residential Development Corporation (LCRDC), which is the organization that administers the project. The HCDC considered two options - one option to save the unallocated funds for the upcoming application round and the other option to consider a specific urgent need project recommended by staff.

A motion was made by Commissioner Rosenthal, seconded by Commissioner Cunningham, to approve the LCRDC budget increase of \$209,645.76 of unallocated

HOME funds for the North Chicago Strategic Revitalization Plan project. The motion carried by the following vote:

Aye 13 - Commissioner Molek, Commissioner Rosenthal, Commissioner Armstrong, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Russell, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz and Commissioner Sikes

Not Present 1 - Ex-Officio Member Carlson

6.5

Project Change - Village of Mundelein CDBG 2013

Attachments: [Village of Mundelein CDBG 2013 Project Change.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Hewitt, seconded by Commissioner Mulligan, to approve the project change for the Village of Mundelein's PY2013 Public Improvement project. The motion carried by the following vote:

Aye 13 - Commissioner Molek, Commissioner Rosenthal, Commissioner Armstrong, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Russell, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz and Commissioner Sikes

Not Present 1 - Ex-Officio Member Carlson

6.6

Project Change - Village of Highwood CDBG 2014

Attachments: [700 N Sheridan Highwood IL.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Hewitt, seconded by Commissioner Hart, to approve the Village of Highwood's PY2013 project change request. The motion carried by the following vote:

Aye 13 - Commissioner Molek, Commissioner Rosenthal, Commissioner Armstrong, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Russell, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz and Commissioner Sikes

Not Present 1 - Ex-Officio Member Carlson

6.7

Project Change - Village of Wauconda CDBG 2014

Attachments: [Location Map.pdf](#)
 [Project Description.pdf](#)
 [Res No 2015R12 CDBG Funds.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Hewitt, seconded by Commissioner Hart, to approve the Village of Wauconda's PY2014 project change request. The motion carried by the following vote:

Aye 13 - Commissioner Molek, Commissioner Rosenthal, Commissioner Armstrong, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Russell, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz and Commissioner Sikes

Not Present 1 - Ex-Officio Member Carlson

6.8

PUBLIC HEARING - AMENDMENTS TO PAST ACTION PLANS

Vice-Chairman Pedersen stated that a Public Hearing was required for the proposed amendments to the Annual Action Plans.

Motion: To open the Public Hearing at 4:37 p.m.

Motion Made By: Harriet Rosenthal

Motion 2nd By: Janet Swartz

Motion approved, with Steve Carlson not present

Vice-Chairman Pedersen invited public comment, to which there was no reply.

Motion: To close the Public Hearing 4:38 p.m.

Motion Made By: Daniel Venturi

Motion 2nd By: Janet Swartz

Motion approved, with Steve Carlson not present

6.9

AMENDMENTS TO 2013 & 2014 ACTION PLANS

Attachments: [AP amendment memo.pdf](#)
 [2013AP 8th Amend.pdf](#)
 [PY2014 AP 4th Amendment.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Venturi, seconded by Commissioner Rosenthal, to approve the amendments to the 2013 and 2014 Action Plans. The motion carried by the following vote:

Aye 13 - Commissioner Molek, Commissioner Rosenthal, Commissioner Armstrong, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Russell, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz and Commissioner Sikes

Not Present 1 - Ex-Officio Member Carlson

6.10

Proposal to Reduce Term of HOME Mortgage on Staben House

Attachments: [Staben House Staff Memo.pdf](#)

Presented by Monika Bobo, Affordable Housing Planner. Discussion noted that the Commission recognizes the importance of long-term affordability. However, in this specific instance, the mortgage has already been in place for 19 years and the granting of the waiver will not practically impact the carrying out of Staben House's mission.

A motion was made by Commissioner Venturi, seconded by Commissioner Cunningham, to approve the term reduction to 19 years on Staben House's HOME mortgage. The motion carried by the following vote:

Aye 13 - Commissioner Molek, Commissioner Rosenthal, Commissioner Armstrong, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Russell, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz and Commissioner Sikes

Not Present 1 - Ex-Officio Member Carlson

7. STAFF REPORTS

7.1

2016 Commission Meeting Schedule

Attachments: [2016 Housing and Community Development Commission Meeting Schedu](#)

Jodi Gingiss spoke about the 2016 HCDC schedule and announced that the HCDC's December 9, 2015 meetings would be canceled. She stated that the Affordable Housing and the Public Improvements Advisory and Recommendation Committee (ARC) meetings scheduled for December 16, 2015 would still occur.

8. ADJOURNMENT

A motion was made by Commissioner Cunningham, seconded by Commissioner Sikes, to adjourn the meeting at 4:42 p.m. The motion carried by the following vote:

Aye 13 - Commissioner Molek, Commissioner Rosenthal, Commissioner Armstrong, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Russell, Commissioner Cunningham, Commissioner Mulligan, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi, Commissioner Swartz and Commissioner Sikes

Not Present 1 - Ex-Officio Member Carlson