

Lake County Illinois

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



Meeting Minutes

Wednesday, May 13, 2015

3:30 PM

10th floor Assembly Room

Housing and Community Development Commission

1. ROLL CALL

Acting Chairperson Linda Pedersen called the Housing and Community Development Commission (HCDC) meeting to order at 3:35 p.m.

Guests: Bill Emmerich, Mundelein Village Engineer

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

A motion was made by Commissioner Venturi, seconded by Commissioner Hewitt, to approve the March 11, 2015 minutes. The motion carried by the following vote:

Aye 10 - Commissioner Molek, Commissioner Rosenthal, Commissioner Krapf, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Cunningham, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi and Commissioner Swartz

Absent 6 - Commissioner Armstrong, Chairman Rose, Commissioner Russell, Commissioner Swanson, Commissioner Mancino and Commissioner Mulligan

2. APPROVAL OF MINUTES

2.1

Approval of the March 11, 2015 Minutes

Attachments: [3-11-15 Minutes.pdf](#)

A motion was made by Commissioner Venturi, seconded by Commissioner Hewitt, to approve the March 11, 2015 minutes. The motion carried by the following vote:

Aye 10 - Commissioner Molek, Commissioner Rosenthal, Commissioner Krapf, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Cunningham, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi and Commissioner Swartz

Absent 6 - Commissioner Armstrong, Chairman Rose, Commissioner Russell, Commissioner Swanson, Commissioner Mancino and Commissioner Mulligan

3. CHAIR'S REMARKS

Brenda O'Connell, Community Development staff member, is now the Continuum of Care Program Coordinator.

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

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 in applications last year and the requests received for 2015 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](#)

There was discussion regarding two conflict of interest waivers from the U.S. Department of Housing & Urban Development (HUD).

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 approve the two conflict of interest waivers as presented. The motion carried by the following vote:

Aye 9 - Commissioner Molek, Commissioner Rosenthal, Commissioner Krapf, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Cunningham, Commissioner Hart, Commissioner Hewitt and Commissioner Swartz

Abstain 1 - Commissioner Venturi

Absent 6 - Commissioner Armstrong, Chairman Rose, Commissioner Russell,
Commissioner Swanson, Commissioner Mancino and Commissioner Mulligan

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. The new project would extend infrastructure to small businesses located in the Mundelein Target Area census tract (60.2% low/moderate income households).

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

A motion was made by Commissioner Hewitt, seconded by Commissioner Rosenthal, to fund the project as presented. The motion carried by the following vote:

Aye 10 - Commissioner Molek, Commissioner Rosenthal, Commissioner Krapf, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Cunningham, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi and Commissioner Swartz

Absent 6 - Commissioner Armstrong, Chairman Rose, Commissioner Russell, Commissioner Swanson, Commissioner Mancino and Commissioner Mulligan

7. STAFF REPORTS

None

8. ADJOURNMENT

A motion was made by Commissioner Venturi, seconded by Commissioner Cunningham, to adjourn the meeting at 4:50 p.m. The motion carried by the following vote:

Aye 10 - Commissioner Molek, Commissioner Rosenthal, Commissioner Krapf, Commissioner Calabresa, Vice-Chairman Pedersen, Commissioner Cunningham, Commissioner Hart, Commissioner Hewitt, Commissioner Venturi and Commissioner Swartz

Absent 6 - Commissioner Armstrong, Chairman Rose, Commissioner Russell, Commissioner Swanson, Commissioner Mancino and Commissioner Mulligan