

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, July 11, 2018

3:30 PM

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

Housing and Community Development Commission

1. ROLL CALL

Chairman Rose called the Housing and Community Development Commission (HCDC) meeting to order at 3:42 p.m.

Guests: Amy Kaufman of Community Partners for Affordable Housing; Joel Williams of PADS Lake County; Jackie Lynn of ElderCARE; and Richard Koenig of Housing Opportunity Development Corporation

Staff: Jodi Gingiss, Brenda O'Connell, Dominic Strezo, Eric Foote, Irene Marsh-Elmer, Marilyn Sommer and Laura Walley

Present 10 - Janet Swartz, Carol Calabresa, Mary Cunningham, Linda Pedersen, Diane Hewitt, Sandy Hart, Steve Carlson, Michael Meehan, Ray Rose and Stephen Henley

Excused 6 - Joe Mancino, Dan Venturi, Joel Sikes, Anne Flanigan Bassi, Bethany Williams and Mary Dominiak

2. APPROVAL OF MINUTES

2.1 [18-0699](#)

Approval of the May 9, 2018 Minutes

Attachments: [5.09.18 Minutes.pdf](#)

A motion was made by Commissioner Swartz, seconded by Commissioner Cunningham, to approve the May 9, 2018 minutes. The motion carried by the following vote:

Aye 10 - Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Hart, Ex-Officio Member Carlson, Commissioner Meehan, Chairman Rose and Commissioner Henley

3. CHAIR'S REMARKS

Chairman Rose had no remarks.

4. PUBLIC COMMENTS (items not on the agenda)

Joel Williams, of PADS Lake County, informed the HCDC that there will be a summit on homelessness beginning at 8:30 a.m. on Wednesday, September 12, 2018 at the College of Lake County in the Campus Auditorium in Grayslake. He asked that the Commissioners save the date so that they might attend the summit.

5. OLD BUSINESS

There was no old business.

6. NEW BUSINESS

6.1 [18-0793](#)

Appointments to ServicePoint Coordinating Council

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Calabresa, seconded by Commissioner Hart, to approve the appointments to the ServicePoint Coordinating Council. The motion carried by the following vote:

Aye 10 - Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Hart, Ex-Officio Member Carlson, Commissioner Meehan, Chairman Rose and Commissioner Henley

6.2 [18-0799](#)

Project Change - Community Partners for Affordable Housing LCAHP 2015

Attachments: [signed HCDC Grant Letter.pdf](#)

Presented by Jodi Gingiss, Community Development Administrator

A motion was made by Commissioner Swartz, seconded by Commissioner Henley, to approve Community Partners for Affordable Housing's request for a project change for its PY2015 project. The motion carried by the following vote:

Aye 10 - Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Hart, Ex-Officio Member Carlson, Commissioner Meehan, Chairman Rose and Commissioner Henley

6.3 [18-0795](#)

Presentation: Consolidated Annual Performance Evaluation Report (CAPER) PY2017

Presented by Jodi Gingiss, Community Development Administrator; Dominic Strezo, Environmental Project Coordinator; Irene Marsh-Elmer, Housing Grant Administration Specialist; and Eric Foote, Community Development Planner

6.4 [18-0796](#)

PUBLIC HEARING - 2017 Consolidated Annual Performance & Evaluation Report (CAPER)

Chairman requested a motion to open the CAPER Public Hearing.

Motion: To open the Public Hearing at 3:51 p.m.

Motion Made By: Linda Pedersen

Motion 2nd By: Janet Swartz

Motion approved

There were no public comments.

Commissioner Calabresa congratulated Community Development staff on a recent U.S. Department of Housing and Urban Development (HUD) audit that yielded no findings, indicating that the program and projects reviewed were following the prescribed federal regulations. The HCDC gave staff a round of applause.

Chairman Rose asked again if there were any comments on the CAPER, to which there was no response.

Motion: To close the Public Hearing at 4:32 p.m.

Motion Made By: Janet Swartz

Motion 2nd By: Linda Pedersen

Motion approved

6.5 [18-0797](#)

2017 Consolidated Annual Performance and Evaluation Report (CAPER) - HCDC
Acceptance

Attachments: [PY 2017 CAPER.pdf](#)

Chairman Rose requested a motion to approve the CAPER and submit it to HUD.

A motion was made by Commissioner Cunningham, seconded by Commissioner Pedersen, to approve the 2017 CAPER and its submission to HUD. The motion carried by the following vote:

Aye 10 - Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Hart, Ex-Officio Member Carlson, Commissioner Meehan, Chairman Rose and Commissioner Henley

7. STAFF REPORTS

There were no staff reports.

8. ADJOURNMENT

A motion was made by Commissioner Pedersen, seconded by Commissioner Hart, to adjourn the meeting at 4:57 p.m. The motion carried by the following vote:

Aye 10 - Commissioner Swartz, Commissioner Calabresa, Commissioner Cunningham, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Hart, Ex-Officio Member Carlson, Commissioner Meehan, Chairman Rose and Commissioner Henley