

**HOUSING COMMISSION MINUTES
APRIL 20, 2010**

CALL TO ORDER

Mr. Boyd called the meeting to order at 8:30 a.m.

ROLL CALL/ATTENDANCE

Members Present: John Boyd (Chairman), David Alarcon, Evert Evertsen, Elise Livingston, Gregory Siebold, Mary Ann Weltch, Karen Calendo, Charlie Eldredge, Matt Kostecki, Jean-Ette Schober and Mary Lu Seidel

Members Absent: Tom Stephani and Walter Tashjian

Staff Present: Kenneth Koehler, Chairman – County Board, Virginia Peschke, County Board Member, Dennis Sandquist, Director - Planning & Development; Maryanne Wanaski, Deputy Director/Principal Planner; Sarah Ciampi, Housing Commission Coordinator and Pat Melone, Housing Commission Secretary

Ms. Ciampi called the roll.

Mr. Boyd stated a quorum was not present and therefore the items on the agenda will be covered but no official business will be conducted.

Ms. Livingston arrived at 9:03 a.m.

Mr. Alarcon arrived at 9:07 a.m.

A quorum was present at 9:07 a.m.

Ms. Ciampi introduced staff members. Mr. Koehler said the start-up of the Housing Commission was an important event necessitated by the state of the economy and foreclosures in McHenry County and he looks forward to the recommendations on affordable housing that come forward from this Commission. Mr. Sandquist said he echoed Mr. Koehler's comments welcoming and thanking Commissioners for serving on the Commission. Ms. Wanaski who is responsible for the Community Development /HUD Programs at McHenry County and will also be responsible for the Housing Commission thanked Commissioners for volunteering and introduced Ms. Peschke who is representing the County Board today. The County Board Representative on the Commission has not yet been appointed. Ms. Melone will be the recording secretary for the Commission meetings.

REVIEW AND APPROVAL OF MINUTES

None

PUBLIC PARTICIPATION

None

OLD BUSINESS

None

NEW BUSINESS

Introductions: Ms. Ciampi asked Commissioners and staff to introduce themselves. Commissioners gave a brief review of their background and interests pertaining to the Commission.

Review of By-Laws & Procedures: Ms. Ciampi referred to binders given to Commissioners and the information contained in them - the ordinance establishing the Housing Commission, with attachment of the Commission By-Laws and Procedures. Ms. Ciampi then gave a brief overview. By-Laws -The Commission was officially established as of the seating of seven voting-block members. Eight in total were seated. It is constructed of

up to thirteen voting-block members and five ex-officio non-voting-block members. The application period for the Commission will re-open and remain open until the Commission is fully seated. Operations – there is an initial two year term which will be formative in establishing the direction of the Commission. Work-plans will be established (annual, five-year and ten year.) The Commission will guide the direction of housing in the County as related to different incomes, affordability and housing types. Another charge of this Commission is to help municipalities with planning for housing in incorporated as well as unincorporated areas, and work the County HUD Programs. Ms. Ciampi then reviewed the purpose and goals of the Commission as listed in the By-Laws.

Commission meetings will be held on a monthly basis on the third Tuesday of every month at 8:30 a.m. When a special meeting is needed, one will be called and then published.

There are three committees on this Commission – An Executive Committee which is comprised of the Chairman, Vice-Chairman and the different Committee Chairs. This committee will serve to further outline the goals and objectives of this Commission and the work-plan issues. There are also an Education Advocacy Committee and a Legislative Affairs Committee.

During the May meeting a Vice-Chairman for this Commission will be elected. Any voting member of the Commission interested in this position should notify Sarah Ciampi and submit a written statement to this fact. Jamie Rein from the State Attorney's Office will be in attendance at next month's meeting. She will speak to the role of a commissioner within the Commission as well as to interaction with the general public. There will also be information on FOIA laws. Ms. Ciampi said she will call the roll each month for the voting-block as well as the non-voting-block. However it is the voting-block that constitutes the quorum.

Establishment of Commission Committees: Ms. Ciampi referred to the three previously mentioned committees and asked if there was interest in serving on them. There should be at least three members of this Commission on each of these committees and these committees need to be chaired by a member of the voting-block.

Executive Committee is comprised of the Chairman, Vice-Chairman, and the Chair of the Education and Advocacy Committee and the Legislative Chair and at least one other member. This committee will be responsible for the Commission annual work plan that we need for the first two years; a twelve month status report that goes to the County Board annually; an annual budget outline for the Commission, drafting of by-laws and additional documents for renewal of the Commission, monitoring Commission activity and handling any finance and administrative issues.

Education Advocacy Committee is comprised of voting and ex-officio members; will need a Chair and should be meeting quarterly at a minimum, but may need to meet on a bi-monthly basis. Projects that need to be worked on are an annual calendar of activities that this Commission will undertake, organizing events that advance the knowledge of housing issues and working with government officials. A project for the near future is to organize a program for the County Board members to attend to advance their knowledge of housing in the County. Additional duties include procuring literature to educate the public and government officials and working with local municipalities, and also preparing educational programming for Commission meetings including the Commission required training.

Legislative Affairs Committee is comprised of voting and ex-officio members with a Chair. This committee will help with matters relating to HUD programming and also some other local and state laws related to affordable housing. One law will be more familiar to all after the new census release - the Illinois Affordable Housing and Planning Appeals Act. It is a mandate by the State that committees must have a minimum 10% quota of their affordable housing stock. This is currently not enforced because they did not seat the governing board. The Committee will also work to develop and maintain relationships with local governments and State officials and Representatives. They will also assist the Education Advocacy Committee as necessary to inform the public of the impacts of legislative law and policy as related to housing.

The Commission also has the right to establish ad hoc committees for any purpose identified. For example when working on a plan document an ad hoc committee can be established and the members need not come from within the Commission.

Commissioners expressed interest in the following committees:

Executive

Evert Evertsen

Education Advocacy

Mary Lu Seidel
Mary Ann Weltch
Jean-ETTE Schober
Karen Calendo

Legislative Affairs

Charlie Eldredge
David Alarcon
Gregory Siebold
Elise Livingston

Official action on these committees will be taken at the May meeting.

Review of Staff Materials: Commission Information sheets were distributed to Commissioners. Ms. Ciampi requested they be filled out and returned to her. There was discussion on the desirability of having a separate e-mail address for Housing Commission communication. When contacting Housing Commission staff the preferred e-mail address is McHenryCountyComDev@co.mchenry.il.us. Ms. Ciampi then discussed accessing information from the web and what is available. It was stated that activity of the Commission will be working with HUD's HOME program (Home Investments Partnerships), which is strictly related to the development of affordable housing. Some of the information available on the web will be Agendas, Meeting Minutes, Staff Reports, Pending Applications and Commissioner Information Series. These materials will be archived for one year. She then explained the Division Staff Report – the format of which was distributed to commissioners. Ms. Ciampi was asked who would approve work of the Housing Commission and responded that items requiring approval would go to the Planning & Development Committee and on to the County Board.

MEMBERS' COMMENTS, MISCELLANEOUS BUSINESS AND ANNOUNCEMENTS

Ms. Ciampi was asked if a tenant who is in line to get a "Habitat" home would be a suitable candidate for a Commission vacancy. She confirmed that they should apply. There was discussion on the availability of public transportation in McHenry County. Ms. Ciampi informed Commissioners that if they had questions or needed information they should not hesitate to e-mail her. Agendas and the previous month's minutes will be e-mailed to all commissioners one week prior to the meeting and packets will then be available on the web or for pickup. If necessary they can be mailed.

Chairman Koehler pointed out that the direction the State of Illinois is taking with their finances is proof of the fact they are looking at ways to circumvent funding to municipalities and counties and he believes that because affordable housing is not available in all communities they will cut more funding from those communities. This will be serious and we do not want this to happen in McHenry County.

Mr. Boyd thanked commissioners for their time now and in the future. He also thanked staff and Ms. Ciampi for all their efforts. He then reminded commissioners that future meetings will be at 8:30 a.m. and the importance of having a quorum present.

ADJOURNMENT

Mr. Boyd made a motion to adjourn seconded by Mr. Eldredge at 10:15 a.m. Mr. Boyd declared the meeting adjourned.