

Lake County Illinois

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



Minutes Report - Final

Wednesday, June 15, 2022

3:30 PM

10th Floor - 18 N. County St, Waukegan

Housing and Community Development Commission

1. Roll Call

Chair Rose called the meeting to order at 3:55 pm.

Guests: Jacqueline Lynn with ELDERCare Lake County, Christina Douglas with A Safe Place, and Bev Saiz with Clearbrook

Staff: Eric Waggoner, Brenda O'Connell, Dominic Strezo, Eric Tellez, Damon Coleman, Michele Slav, Yazmin Albino, and Joy Rice

Commissioner Kyle joined at 4:06 pm.

- Present** 9 - Carissa Casbon, Mary Ross Cunningham, Angelo Kyle, Kathleen O'Connor, Linda Pedersen, Gina Roberts, Billy McKinney, Bethany Williams and Ray Rose
- Absent** 10 - Mary Dominiak, Sandy Hart, Sharaka Leonard, Janet Swartz, Julie Simpson, Dan Venturi, Laureen Wilhoit, Anne Flanigan Bassi, Michael Meehan and Stephen Henley

2. Approval of Minutes

2.1 [22-0890](#)

Approval of the April 13, 2022 minutes.

Attachments: [DRAFT 2022-04-13 HCDC Minutes](#)

A motion was made by Commissioner Ross Cunningham, seconded by Commissioner O'Connor, that the April 13, 2022 minutes be approved. The motion carried by the following voice vote:

- Aye** 9 - Commissioner Casbon, Commissioner Ross Cunningham, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Commissioner McKinney, Commissioner Williams and Commissioner Rose
- Absent** 10 - Commissioner Dominiak, Ex-Officio Member Hart, Commissioner Leonard, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Venturi, Commissioner Wilhoit, Commissioner Flanigan Bassi, Commissioner Meehan and Commissioner Henley

3. Chair's Remarks

There were no Chair remarks.

4. Public Comments (items not on the agenda)

5. Old Business

There was no old business.

6. New Business

6.1 [22-0844](#)

Presentation and Discussion - United States Department of Housing & Urban Development (HUD) Program Year 2022 Proposed Annual Action Plan (AAP).

Presented by Brenda O'Connell - Community Development Administrator, Dominic Strezo - Senior Grant Manager, Eric Tellez - Grant Manager, and Damon Coleman - Senior Grant Manager,

The proposed Fiscal Year 2022 (FY22) Annual Action Plan (AAP) includes the following adjustments to grant amounts based on HUD's final grant amounts:

HUD - Community Development Block Grant (CDBG) decreased by \$85,621

HUD - HOME Investment Partnerships Program (HOME) grant increased by \$256,877

HUD - Emergency Services Grant (ESG) increased by \$17,009

The AAP includes the following proposed funding amounts for Public Improvements:

Round Lake Beach - Sidewalk Construction - \$0

Zion - Sidewalk Repair - \$0

City of North Chicago - sewer lining - \$154,030

Allendale - Roof repair - \$60,162

Arden Shore Child & Family Services - \$50,400

Nicasa - Roof repair - \$29,500

Clearbrook - Mental Health Center - \$104,938

Community Youth Network - Wellness Campus - \$175,000

The following Affordable Housing projects and proposed grant awards are included in the AAP:

CPAH - Owner Occupied Rehabilitation - \$200,000 - CDBG

CPAH - Down Payment Assistance - \$215,000 - HOME

CPAH - Community Land Trust - \$220,000 - CDBG

CPAH - CHDO Operating - \$40,000 - HOME

HODC - CHDO Operating - \$40,000 - HOME

Attainable Housing Solutions - SFH New Infill Construction - \$375,000 - HOME

Bear Development & Waukegan Housing Authority - Ravine Terrace - \$671,703 - HOME

HODC - Midlothian Manor - \$241,862 - CDBG/HOME

HODC - Ashbury Woods - \$200,000 - CDBG

Lincoln Avenue Capital - Beech St Senior Lofts - \$450,000 - HOME

CPAH - Eve B Lee Place - \$70,000 - HOME

City of North Chicago - SFH New Infill Construction - \$193,022 - HOME

The Debruler Co - Library Lane rehab - \$250,000 - CDBG

*Glenkirk - CILA rehab - \$104,000 - CDBG
Youth Conservation Corps - Rehab & Resale - \$90,000 - CDBG
Clearbrook - Acquisition & Rehab (CILA) - \$170,000 - AHP/CDBG
Thresholds - Permanent Supportive Housing - \$80,000 - CDBG*

The following Homeless programs are proposed for Emergency Solutions Grant (ESG) funding:

*A Safe Place - Shelter - \$24, 227
PADS Lake County - Shelter - \$24,277
Lake County Haven - Shelter - \$24,277
PADS Lake County - Outreach - \$24,277
Catholic Charities - Rapid Rehousing - \$55,000
Kids Above All - Rapid Rehousing - \$33,990
Community Development - HMIS - \$20,000
Community Development - Admin - \$16,694*

The following Public Services applications are proposed to be funded with CDBG:

*PADS Lake County Custom Travel/Uber - \$10,000
PADS Lake County Street Outreach - \$19,394
Center for Enriched Living Employment Opportunity Program - \$24,394
ElderCARE @ Christ Church Age in Place - \$24,394
GLASA Adaptive Equipment - \$14,394
Youth Conservation Corps - YouthBuild - \$24,394
Mano a Mano Productive Parents Program - \$26,593
YouthBuild Lake County - \$24,394*

6.2 [22-0845](#)

PUBLIC HEARING - Proposed Program Year 2022 Proposed Annual Action Plan (AAP).
Presented by Brenda O'Connell, Community Development Administrator

Motion: To open the Public Hearing at 4:28 p.m.

Motion Made By: Commissioner McKinney

Motion 2nd By: Commissioner Williams

Motion approved.

Christina Douglas with A Safe Place appeared in person and thanked Lake County Community Development for the ESG funding received. She noted that A Safe Place has been able to shelter victims of domestic violence and housing displacement due to the funding received.

Jackie Lynn with ELDERCare Lake County informed the committee and staff of the summer outreach ELDERCare had been and would continue to conduct. She advised that ELDERCare staff and volunteers are available to appear at community functions throughout the summer to spread the word of ELDERCare services and offers of assistance available to elderly Lake County residents.

Motion: To close the Public Hearing at 4:33 p.m.

Motion Made By: Commissioner Casbon

Motion 2nd By: Pedersen

Motion approved.

6.3 [22-0846](#)

Joint resolution approving the Program Year (PY) 2022 United States Department of Housing and Urban Development (HUD) Annual Action Plan (AAP) and authorizing an emergency appropriation in the amount of \$188,162.41

- Lake County is the recipient of HUD Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) entitlement funding.
- As a condition of entitlement funds HUD requires the development and submission of a Housing and Community Development AAP.
- The PY 2022 AAP includes annual funding recommendations totaling \$2,841,821 CDBG, \$2,449,882 HOME, and \$222,592 ESG.
- The PY 2022 AAP was approved by the Lake County Housing and Community Development Commission (HCDC) on June 15, 2022.
- A total of \$1,000 of LCAHP, \$91,754.57 of CDBG and \$95,407.84 of HOME program income has been generated and has not been previously appropriated.
- The program income received was the result of loan payments in the amount of \$17,632.32, mortgage payoffs in the amount of \$152,081.93, and \$18,448.16 home sales proceeds.

Attachments: [PY22 AAP_DRAFT](#)

[Emergency Appropriation 2022-06 - Program Income](#)

A motion was made by Commissioner Roberts, seconded by Commissioner Ross Cunningham, to approve the Program Year 2022 (PY) United States Department of Housing & Urban Development (HUD) Annual Action Plan (AAP). The motion carried by the following voice vote:

- Aye** 9 - Commissioner Casbon, Commissioner Ross Cunningham, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Commissioner McKinney, Commissioner Williams and Commissioner Rose
- Absent** 10 - Commissioner Dominiak, Ex-Officio Member Hart, Commissioner Leonard, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Venturi, Commissioner Wilhoit, Commissioner Flanigan Bassi, Commissioner Meehan and Commissioner Henley

7. Staff Reports

Brenda O'Connell, Community Development Administrator, provided updates regarding HUD ESG-CV funding deadline, the special application round from Summer 2021, and rental assistance.

HUD extended the ESG-CV funding deadline from September 30, 2022 to September 30, 2023. Lake County has expended approximately \$1,636,037.61 which is 71.1% of the \$2,298,340 granted. The program standards were revised to allow for landlord incentives.

Brenda reported that all but one of the eleven single family homes approved for purchase during the special application round have been closed on. The 10 homes have been transferred to approved providers are in the process of being rehabbed and none of the tenants have been displaced.

For Emergency Rental Assistance 1 (ERA1) Lake County has spent 99% of the funds allotted and is on track to complete the spending of the remaining 1% by the September 30, 2022 deadline. Emergency Rental Assistance 2 (ERA2), the funds have been almost fully contracted and 49% has been spent. The spending deadline is March 30, 2025. Staff is working to develop a new rental assistance program to be launched in the fall.

8. Adjournment

The meeting adjourned at 4:49 pm.

A motion was made by Commissioner McKinney, seconded by Commissioner Roberts, to adjourn the meeting. The motion carried unanimously.

- Aye** 9 - Commissioner Casbon, Commissioner Ross Cunningham, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Commissioner McKinney, Commissioner Williams and Commissioner Rose
- Absent** 10 - Commissioner Dominiak, Ex-Officio Member Hart, Commissioner Leonard, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Venturi, Commissioner Wilhoit, Commissioner Flanigan Bassi, Commissioner Meehan and Commissioner Henley