

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, June 9, 2021

3:30 PM

Via Zoom or Phone

<https://us02web.zoom.us/j/82952258771>

Meeting ID: 829 5225 8771

(312) 626-6799

Housing and Community Development Commission

Pursuant to Section 7(e) of the Illinois Open Meetings Act, Gubernatorial Disaster Proclamation, and written determination of the Lake County Board Chair, this meeting will be held via audio and video conference.

PUBLIC VIEWING: Per the Governor's Disaster Proclamation, in accordance with section 120/7(e)(4) of the OMA, in-person attendance by members of the public will be available the Assembly Room on the 10th Floor of the Administrative Tower at 18 N. County St. Waukegan, Illinois and is limited to the number of persons practicable in keeping with social distancing requirements.

Public comments are welcomed and encouraged. Public comments received by noon on Wednesday, June 9, 2021 will be read at the appropriate time in the agenda. Please note: A total of 30 minutes will be permitted for Public Comment and no more than three minutes per public comment. All comments received will be included in the meeting minutes regardless of whether they are read aloud at the meeting.

Public comments shall be emailed to communitydevelopment@lakecountyil.gov with the following information:

- Subject title: Housing and Community Development Commission
- Name
- Organization
- Topic or agenda item

Meeting participants will also be able to post written comment in the meeting chat box.

1. ROLL CALL

Chair Rose called the meeting of the Housing and Community Development Commission (HCDC) to order at 3:34 p.m.

Guests: Kori Larson of Glenkirk; Rob Anthony of Community Partners for Affordable Housing; Cassandra Torstenson of Lake County Administrator's Office

Staff: Brenda O'Connell, Eric Waggoner, Dominic Strezo, Danielle Dulski, Eric Tellez, Penni Raphaelson, and Joy Rice

Commissioner Kyle joined at 3:49 p.m. and was recorded as present.

Present 14 - Anne Flanigan Bassi, Carissa Casbon, Mary Dominiak, Angelo Kyle, Billy McKinney, Michael Meehan, Kathleen O'Connor, Linda Pedersen, Gina Roberts, Ray Rose, Janet Swartz, Julie Simpson, Laureen Wilhoit and Bethany Williams

Absent 4 - Mary Cunningham, Sandy Hart, Sharaka Leonard and Dan Venturi

2. APPROVAL OF MINUTES

A motion was made by Commissioner McKinney, seconded by Commissioner Simpson, to approve the April 14, 2021 minutes. The motion carried by the following vote:

Aye 10 - Commissioner Casbon, Commissioner Dominiak, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Wilhoit and McKinney

Absent 4 - Commissioner Cunningham, Ex-Officio Member Hart, Commissioner Leonard and Commissioner Venturi

2.1 [21-0924](#)

Approval of April 14, 2021 minutes.

A motion was made by Commissioner McKinney, seconded by Commissioner Simpson, to approve the April 14, 2021 minutes. Motion carried by the following roll call vote:

Aye 14 - Commissioner Flanigan Bassi, Commissioner Casbon, Commissioner Dominiak, Commissioner Kyle, Commissioner McKinney, Commissioner Meehan, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Commissioner Rose, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Wilhoit and Commissioner Williams

Absent 4 - Commissioner Cunningham, Ex-Officio Member Hart, Commissioner Leonard and Commissioner Venturi

3. CHAIR'S REMARKS

Chair Rose thanked everyone for their time and participation.

4. PUBLIC COMMENTS (items not on the agenda)

5. OLD BUSINESS

There was no old business.

6. NEW BUSINESS

6.1 [21-0911](#)

Amendment to the Written Standards for Provision of Emergency Solutions Grants (ESG) Assistance.

Presented by Brenda O'Connell, Community Development Administrator.

A motion was made by Vice Chair Pedersen, seconded by Commissioner Swartz, to approve the Amendment to the Written Standards for Provision of Emergency Solutions Grants (ESG). Motion carried by the following roll call vote:

Aye 10 - Commissioner Casbon, Commissioner Dominiak, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Wilhoit and McKinney

Absent 4 - Commissioner Cunningham, Ex-Officio Member Hart, Commissioner Leonard and Commissioner Venturi

6.2 [21-0912](#)

Discussion of opportunity to preserve affordable housing units and boost spending of Community Development Block Grant (CDBG) and HOME Funding.

Presented by Brenda O'Connell, Community Development Administrator.

Brenda provided an overview of the current need for expedited spending of Community Development Block Grant funds. Over three million dollars needs to be spent prior to the end of February in order to pass HUD's timeliness test. In order to accelerate funding, staff will continue to work with current grantees to quickly spend funding. Staff will assess the viability of Tier 2 projects to quickly spend. Finally, Brenda proposed a special application round to preserve affordable housing units that the Lake County Housing Authority is working to sell. She advised that a special round of applications would be the best opportunity to spend the funds in a manner that also effectively addresses the County's Consolidated Plan goals. Discussion ensued. Chair Rose asked the commission to allow Brenda and the Community Development staff to pursue a special application round. Brenda will present details for commission approval at the next Housing and Community Development meeting in July 2021.

6.3 [21-0907](#)

Presentation and Discussion - Proposed First Amendment to the United States Department of Housing & Urban Development (HUD) Program Year 2021 Annual Action Plan (AAP).

Presented by Brenda O'Connell

6.4 [21-0909](#)

PUBLIC HEARING - Proposed First Amendment to the Program Year 2021 Annual Action Plan (AAP).

Presented by Brenda O'Connell, Community Development Administrator

Motion: To open the Public Hearing at 4:36 p.m.

Motion Made By: Commissioner McKinney

Motion 2nd By: Commissioner Williams

Motion approved.

Rob Anthony from Community Partners for Affordable Housing thanked the Community Development staff for the work and time they dedicated to the acquisition of Chapel Gardens. He acknowledged that it was very time consuming but he knows it will be a great benefit to the community to save those units.

Kori Larson of Glenkirk also thanked Community Development and the Housing and Community Development Commission for allowing the reallocation of funds because it will go very far in benefiting the health and welfare of the individuals Glenkirk serves and help a lot of people in Lake County.

Motion: To close the Public Hearing at 4:44 p.m.

Motion Made By: Commissioner O'Conner

Motion 2nd By: Commissioner Williams

Motion approved.

6.5 [21-0910](#)

Joint resolution approving the First Amendment to Program Year (PY) 2021 HUD Annual Action Plan (AAP).

A motion was made by Commissioner Williams, seconded by Commissioner O'Connor, that the Approval of the First Amendment to Program Year 2021 (PY21) HUD Annual Action Plan (AAP) be approved. Motion carried by the following roll call vote:

Aye 10 - Commissioner Casbon, Commissioner Dominiak, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Wilhoit and McKinney

Absent 4 - Commissioner Cunningham, Ex-Officio Member Hart, Commissioner Leonard and Commissioner Venturi

7. STAFF REPORTS

Brenda O'Connell notified committee that Lake County is monitoring the move to in-person meetings associated with COVID Recovery moving into Phase 5 and stated that committee members would be informed as information is passed down.

8. ADJOURNMENT

Chair Rose adjourned the meeting at 4:48 p.m.