

Lake County Illinois

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



Minutes Report - Final

Wednesday, January 18, 2023

3:30 PM

LC Central Permit Facility 500 W Winchester Rd., 2nd Floor
Libertyville, IL 60048

Housing and Community Development Commission

1. **Roll Call**

Chair Rose called the meeting to order a 4:15pm.

Guest: Jacqueline Lynn with ELDERcare Lake County, Bev Saiz with Clearbrook, Loretta Pable with Waukegan Township Staben House, Stephanie Victor with SAVvy Investments of IL LLC, and Gregorio Resendiz with Independence Center.

Staff: Eric Waggoner, Brenda O'Connell, Dominic Strezo, Eric Tellez, Damon Coleman, Yazmin Albino, Pamela Jeffries, and Michele Slav.

Present 11 - Mary Ross Cunningham, Angelo Kyle, Kathleen O'Connor, Linda Pedersen, Bethany Williams, Michael Meehan, Ray Rose, Gina Roberts, Paras Parekh, Marah Altenberg and Marc Jones

Absent 6 - Mary Dominiak, Sandy Hart, Janet Swartz, Dan Venturi, Billy McKinney and Anne Flanigan Bassi

2. **23-0149**

Approval of the November 9, 2022 minutes.

A motion was made by Commissioner Williams, seconded by Commissioner Roberts, that this minutes be approval of minutes. The motion carried by the following voice vote:

Aye 11 - Commissioner Ross Cunningham, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Williams, Commissioner Meehan, Commissioner Rose, Commissioner Roberts, Ex-Officio Member Parekh, Commissioner Altenberg and Commissioner Jones

3. **Chair's Remarks**

Chair Rose welcomed everyone and suggested that the meeting would start with staff reports while waiting for an additional commissioner to establish quorum for Commission business.

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 **23-0117**

Presentation and Discussion - Proposed Eighth Amendment to the Department of Housing & Urban Development (HUD) Program Year 2019 (PY19) Annual Action Plan (AAP).

Dominic Strezo, Senior Grant Manager, presented the proposed action plan amendment. The main driver of this amendment is the upcoming spending deadline June 5, 2024 for the CARES Act funding received in 2020. This amendment shifts \$427,000 of funding from the PADS fixed shelter and a small portion of Prairie State Legal Services to existing Catholic Charities rental assistance and PADS emergency shelter – hotels grants.

6.2 **23-0116**

Presentation and Discussion - Proposed Second Amendment to Program Year 2022 (PY22) Department of Housing & Urban Development (HUD) Annual Action Plan (AAP).

Dominic Strezo presented the proposed action plan amendment. This amendment reallocates \$20,000 of the CDBG program administration to Lake County Partners to support a housing study and allocates \$185,000 of CDBG program income to Community Partners for Affordable Partners to support the acquisition and rental of a single family home. The amendment also includes a scope change for the Village of Round Lake Beach from a sidewalk to a parking lot.

6.3 [23-0118](#)

PUBLIC HEARING

- Eighth Amendment to the Program Year 2019 Annual Action Plan (CARES Act Funding).
- Second Amendment to the Program Year 2022 Annual Action Plan.

A motion was made by Commissioner Ross Cunningham, seconded by Vice Chair Pedersen, to approve this public hearing. The motion carried by the following voice vote:

- Aye** 10 - Commissioner Ross Cunningham, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Meehan, Commissioner Rose, Commissioner Roberts, Ex-Officio Member Parekh, Commissioner Altenberg and Commissioner Jones
- Recuse** 1 - Commissioner Williams

6.4 [23-0141](#)

Joint resolution approving the Eighth Amendment to the Department of Housing & Urban Development (HUD) Program Year 2019 (PY19) Annual Action Plan (AAP).

- HUD requires the submission of an Annual Action Plan (AAP) and associated amendments to govern expenditure of federal housing and community development funding for each program year.
- Community Development Block Grant Coronavirus relief funds (CDBG-CV) and Emergency Solutions Grant Coronavirus relief funds (ESG-CV) activities are included in the PY19 AAP regardless of the program year the activities are initiated.
- The proposed amendment includes the following changes:
 - Reduction in funding in the amount of \$416,485 for acquisition of a fixed site shelter (PADS Lake County).
 - Reduction in funding in the amount of \$10,515 for legal services (Prairie State Legal Services).
 - Allocation of \$227,000 for rental assistance program delivery (Catholic Charities).
 - Allocation of \$200,000 for hotel shelter costs (PADS Lake County).

A motion was made by Commissioner Williams, seconded by Commissioner Ross Cunningham, to approve the action plan amendment. The motion carried by the following voice vote:

Aye 11 - Commissioner Ross Cunningham, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Williams, Commissioner Meehan, Commissioner Rose, Commissioner Roberts, Ex-Officio Member Parekh, Commissioner Altenberg and Commissioner Jones

6.5 [23-0142](#)

Joint resolution approving the Second Amendment to Program Year 2022 (PY22) HUD Annual Action Plan (AAP) and authorizing an emergency appropriation in the amount of \$185,000.

- HUD requires the submission of an Annual Action Plan (AAP) and associated amendments to govern expenditure of federal housing and community development funding for each program year.
- The second amendment to the PY22 AAP makes the following changes:
 - Change in scope for \$100,000 of CDBG funds awarded to the Village of Round Lake Beach from a sidewalk extension project to parking accessibility improvements within the Village.
 - Reallocation of \$20,000 of CDBG program administration funds to Lake County Partners to support a housing study.
 - Allocation of \$185,000 of CDBG program income to Community Partners for Affordable Housing (CPAH) to support the acquisition and rental of a single-family home.

A motion was made by Commissioner O'Connor, seconded by Commissioner Roberts, to approve the action plan amendment. The motion carried by the following voice vote:

Aye 10 - Commissioner Ross Cunningham, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Meehan, Commissioner Rose, Commissioner Roberts, Ex-Officio Member Parekh, Commissioner Altenberg and Commissioner Jones

Recuse 1 - Commissioner Williams

7. Staff Reports

Brenda O'Connell, Community Development Administrator, lead a discussion on Commission feedback about Commission culture, meeting content and structural changes.

She explained the annual CDBG spending and timeliness test at the end of February.

Brenda presented a update on the progress of the off-cycle special application round projects using CBDG dollars to acquire single-family properties being sold by Lake County Housing Authority. The goal was to preserve the property as affordable housing and preserve residency of the current tenant.

She commented on the upcoming Point-in-Time Count that is scheduled for January 25th.

Finally, she walked through the current program year 2023 funding allocation process and highlighted what has been done and the upcoming ARC meetings to discuss the funding

recommendations to be presented to the full Commission and eventually the County Board for approval.

8. Adjournment

The meeting was adjourned at 4:38 pm.