

# Lake County Illinois

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



## **Minutes Report - Draft**

**Monday, February 27, 2023**

**2:30 PM**

**18 N County St, Waukegan, IL 60085**

**Housing and Community Development Commission**  
**- Executive Committee**

**1. Roll Call**

*Chair Pedersen called the meeting to order at 2:35pm.*

*Guest: Christina Douglas with A Safe Place*

*Staff: Brenda O'Connell, Dominic Strezo, Eric Tellez, Damon Coleman, Yazmin Albino, Michele Slav, and Danielle White.*

**Present** 5 - Billy McKinney, Linda Pedersen, Janet Swartz, Dan Venturi and Ray Rose

**Absent** 2 - Sandy Hart and Paras Parekh

**2. Approval of Minutes**

**2.1 23-0293**

Approval of the January 18, 2023 minutes.

**Attachments:** [2023-01-18 HCDC Exec Minutes - Draft](#)

**approval of minutes**

**Aye** 5 - McKinney, Chair Pedersen, Commissioner Swartz, Vice-Chairman Venturi and Commissioner Rose

**Absent** 2 - Ex-Officio Member Hart and Ex-Officio Member Parekh

**3. Chair's Remarks**

*The Chairman had no remarks.*

**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 23-0287**

Presentation and Discussion: Program Year 2023 (PY23) Proposed Funding Recommendations - U.S. Department of Housing & Urban Development (HUD), Lake County Affordable Housing Program & Video Gaming Revenue Grants.

**Attachments:** [PY23 Funding Recommendations](#)

*Dominic Strezo, Senior Grant Manager, presented proposed funding recommendations for the Affordable Housing and Public Improvement Advisory Recommendation Committee (ARC).*

*Damon Coleman, Senior Grant Manager, presented the Homeless ARC recommendations. Homeless grants are funded by the Emergency Solutions Grant Program and the eligible programs include outreach, emergency shelter, homelessness prevention, rapid rehousing, homeless management information, and administration.*

*Eric Tellez, Grant Manager, presented Public Services grant recommendations that include the Community Development Block Grant (CDBG), and Video Gaming Revenue.*

*US Department of Housing & Urban Development (HUD) grants recommendations were based on last year's funding level and final recommendations will be presented at the next meeting after our final funding is determined by HUD. The committee voted to move the recommendations forward to the full commission.*

**6.2 23-0288**

Joint resolution approving the Program Year (PY) 2023 Lake County Affordable Housing Program (LCAHP) grant awards.

- In December 2022, Community Development staff received applications for eligible affordable housing programs and projects.
- The available affordable housing funding includes \$281,000 of LCAHP Funds. The Fiscal Year (FY) 2023 budget for Affordable Housing is \$270,000. In addition to the budget, the recommended programming includes reallocation of a project from 2019 that has been cancelled in the amount of \$10,000, as well as \$1,000 in program revenue from Prairie View Apartments.
- On February 27, 2023, the Housing and Community Development Commission voted to recommend LCAHP funds to the following:
  - Catholic Charities - \$91,000 for rapid rehousing;
  - Community Partners for Affordable Housing - \$40,000 for the support of housing assistance programs; and
  - Lake County Housing Authority - \$150,000 for a Landlord Outreach Program.
- Lake County Community Development receives a transfer of \$30,000 from the General Fund to administer this program separate from the Affordable Housing budget.

**Attachments:** [Housing Funding Board Memo PY2023](#)

*The committee voted to move the recommendations forward to the full commission.*

**approved**

**Aye** 5 - McKinney, Chair Pedersen, Commissioner Swartz, Vice-Chairman Venturi and Commissioner Rose

**Absent** 2 - Ex-Officio Member Hart and Ex-Officio Member Parekh

**6.3 23-0311**

Joint resolution approving the Program Year (PY) 2023 Video Gaming Revenue grant funding recommendations in the amount of \$640,000.

- The Lake County Board annually acts on the Video Gaming Revenue (VGR) award recommendations that are developed on the basis of the VGR policy. The policy outlines procedures for: capturing video gaming administrative, legal, and enforcement costs; and evaluating and possibly funding social programs, projects (excluding capital improvements), and/or services that benefit Lake County residents.
- In December 2022, Community Development received applications for \$913,884 in

available VGR funds.

- On February 22, 2023, the Housing and Community Development Commission (HCDC) approved VGR funding recommendations detailed in the attached memo, totaling \$640,000 for the following:
  - 211 information and referral services;
  - Gambling education and outreach;
  - Gambling addiction services;
  - Financial literacy services; and
  - Behavioral health services.

**Attachments:** [Video Gaming Revenue Board Memo 2023](#)

[3.3.1 Video Gaming Revenue Policy 11.10.2020](#)

*The committee voted to move the recommendations forward to the full commission.*

**approved**

**Aye** 5 - McKinney, Chair Pedersen, Commissioner Swartz, Vice-Chairman Venturi and Commissioner Rose

**Absent** 2 - Ex-Officio Member Hart and Ex-Officio Member Parekh

#### 6.4 23-0289

Joint resolution approving the HOME-ARP Allocation Plan as the Sixth Amendment to the Program Year (PY) 2021 Annual Action Plan (AAP).

- The American Rescue Plan Act (ARPA) authorized HUD to allocate HOME-ARP funds to Participating Jurisdictions (PJs) that qualified for an allocation of HOME funds in Fiscal Year (FY) 2021.
- Qualifying PJs are required to submit a HOME-ARP Allocation Plan to HUD as a Substantial Amendment to their PY 2021 AAP.
- The Lake County HOME-ARP Allocation Plan details the consultation process, housing needs and gaps, the planned use of HOME-ARP funds and estimate of the number of housing units the PJ will produce.

**Attachments:** [HOME-ARP-Allocation-Plan-Lake County](#)

*Dominic Strezo presented the HOME-ARP Allocation Plan. HOME-ARP is awarded through HUD HOME Investments Partnerships Program. HOME-ARP funds have four eligible uses production or preservation of affordable housing; tenant-based rental assistance; supportive services, homeless prevention services, and housing counseling; and purchase and development of non-congregate shelter. The current plan allocates all funding for the development of affordable rental housing. Preference will be given to supportive housing or projects with three or more bedrooms. The main driver of the plan is a HUD deadline next month. The plan will likely need to be revised as projects are funded.*

**approved**

**Aye** 5 - McKinney, Chair Pedersen, Commissioner Swartz, Vice-Chairman Venturi and Commissioner Rose

**Absent** 2 - Ex-Officio Member Hart and Ex-Officio Member Parekh

**6.5 23-0295**

Joint resolution approving an Intergovernmental Agreement (IGA) between Lake County and the Waukegan Park District for the completion of 24 CFR Part 58 Environmental Review Records (ERRs).

- The Waukegan Park District (WPD) is the recipient of HUD Community Project Funding (CPF) for their Carnegie Museum Project and is in need of an Environmental Review Record (ERR).
- Lake County has already completed an ERR for Community Development Block Grant (CDBG) funding allocated to the project.
- Lake County, as a unit of general local government, is a Responsible Entity (RE) and authorized to perform ERRs on behalf of the WPD.
- The attached Intergovernmental Agreement (IGA) has been reviewed by the State's Attorney's Office (SAO) and defines the terms and conditions for the completion of the ERR.

**Attachments:** [IGA Environmental Review CPF WPD](#)

*Dominic Strezo presented a intergovernmental agreement with Waukegan Park District to add indemnification related to the Carnegie Museum environmental review.*

**approved**

**Aye** 5 - McKinney, Chair Pedersen, Commissioner Swartz, Vice-Chairman Venturi and Commissioner Rose

**Absent** 2 - Ex-Officio Member Hart and Ex-Officio Member Parekh

**6.6 23-0352**

Appointment of Housing and Community Development Commission (HCDC) members to Advisory & Recommendation Committees.

- Advisory & Recommendation Committees (ARCs) are responsible for reviewing requests for funding; making recommendations of projects to be funded to the Executive Committee; and providing feedback to Community Development staff on scoring and ranking decisions.
- There are four standing ARCs: 1) Public Improvements ARC; 2) Affordable Housing ARC; 3) Public Services ARC; and 4) Homeless Assistance ARC.
- The ARCs have vacancies and are in need of appointments.

*The Committee appointed Commissioner Knight to the Homeless Advisory Recommendation Committee and Commissioner Victor to the Public Improvement Advisory Recommendation Committee.*

**approved**

**Aye** 5 - McKinney, Chair Pedersen, Commissioner Swartz, Vice-Chairman Venturi and Commissioner Rose

**Absent** 2 - Ex-Officio Member Hart and Ex-Officio Member Parekh

**7. Staff Reports**

*Brenda O'Connell, Community Development Administrator, lead a discussion about potential change to the Commission bylaws that include: changing the role of the Executive Committee to adhoc meetings versus monthly meetings; changing the commission quorum to one-third the membership; and hosting two-third of future*

*commission meetings in Libertyville.*

**8. Adjournment**

*The meeting was adjourned at 3:23 pm.*