

Lake County Illinois

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



Minutes Report

Wednesday, September 15, 2021

3:30 PM

Via Zoom or Phone

<https://us02web.zoom.us/j/84767805146>

Meeting ID: 847 6780 5146

(312) 626-6799

Housing and Community Development Commission

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the current Gubernatorial Disaster Proclamation, and the Board Chair's Written Determination, this meeting will be held by 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 in the 10th Floor Conference Room C of the Administrative Tower located 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 2:00 on Wednesday September 15, 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 to order at 3:32 p.m.

Commissioner Bassi joined at 3:36 p.m.

Commissioners Kyle and Simpson joined at 3:38 p.m.

Commissioner O'Connor joined at 3:56 p.m.

Guests: Richard Koenig, HODC; Trisha Blythe, Youth Conservation Corp; Ben Saiz, GWDC; Christina Douglas, A Safe Place; Jennifer Vakar, Grant Township; Susan Shulman, North Suburban Legal Aid Clinic

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

- Present** 14 - Carissa Casbon, Mary Cunningham, Mary Dominiak, Angelo Kyle, Sharaka Leonard, Kathleen O'Connor, Janet Swartz, Julie Simpson, Dan Venturi, Laureen Wilhoit, Billy McKinney, Bethany Williams, Anne Flanigan Bassi and Ray Rose
- Absent** 5 - Sandy Hart, Linda Pedersen, Gina Roberts, Michael Meehan and Stephen Henley

2. Approval of Minutes

2.1 21-1406

Approval of the August 25, 2021 minutes.

Attachments: [DRAFT 8-25-2021 HCDC MINUTES](#)

A motion was made by Commissioner Williams, seconded by Commissioner Venturi, to approve the August 25, 2021 minutes. The motion carried by the following vote:

- Aye** 12 - Commissioner Casbon, Commissioner Cunningham, Commissioner Kyle, Commissioner Leonard, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Venturi, Commissioner Wilhoit, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi and Commissioner Rose
- Abstain** 1 - Commissioner Dominiak
- Absent** 5 - Ex-Officio Member Hart, Vice Chair Pedersen, Commissioner Roberts, Commissioner Meehan and Commissioner Henley
- Not Present** 1 - Commissioner O'Connor

3. Chair's Remarks

Chairman Rose made note of the meeting's short agenda. He reminded the commission of the importance of getting the grant funds out to the public and thanked everyone for taking time out of their day to be in attendance.

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 21-1385

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

Presented by Brenda O'Connell, Community Development Administrator

6.2 21-1384

PUBLIC HEARING - Proposed Third 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 3:49 p.m.

Motion Made By: Commissioner Cunningham

Motion 2nd By: Commissioner Dominiak

Motion approved.

Eddie Soto, Director, Lake County Tech Hub (LCTH) submitted the following public comment in writing and it was read aloud by Brenda O'Connell.

Comment:

Thank you for allowing us to provide public comment.

GWDC's mission is to foster economic development in economically challenged communities. Since its inception in 2012 as "Greater Waukegan Development Coalition," we have grown from supporting development within the seven municipalities in and around Waukegan, to working with over 50 municipalities and hundreds of businesses.

As an independent 501(c)3 not for profit economic development corporation, our core activities have increased from our core three things: supporting and incubating core businesses; pursuing transformative real estate development projects; and facilitating foreign direct investment, to also include through the Lake County Tech Hub operation services as a base of information and assisting the community with direction and introductions to health and wellness services and vaccine site updates.

In order to support and incubate core businesses, in 2014 we launched the Lake County Tech Hub and Business Incubator (LCTH). In 2016 we worked with the City of Waukegan to acquire our 8,000 square foot co-working and training facility at 13n Genesee Street in Waukegan. In 2018 we received the first in a series of CDBG grants to help aid local LMI underserved and unbanked companies apply for micro lending.

In August, 2019 we hired Eddie Soto, a former SBDC Lake County Certified Advisor with 12 years of experience, to become the Director of the LCTH. Since joining us, Eddie has worked with over one-hundred companies providing consulting on numerous business initiatives. Furthermore, he leads GWDC INVESTS, a working group of 10 loan officers

from both traditional and non-traditional financial institutions. This group connects quarterly to discuss how we can aid local MBWE&V businesses and the unbanked to gain access to capital.

Now with over 32 million people out of work and a protracted return to normal, we believe that business support and remote video conferencing services will be in high demand. In addition to our access to capital programs, LCTH has an active roster of mentor business owners who have been through tough times before and are ready to help.

We stand ready to aid the County should they ask more of us. We are here to serve.

Warm regards,

Eddie Soto, Director

LCTH/GWDC

There were no other public comments.

Motion: To close the Public Hearing at 3:53 p.m.

Motion Made By: Commissioner Venturi

Motion 2nd By: Commissioner Kyle

Motion approved.

6.3 21-1380

Joint resolution approving the Third Amendment to Program Year (PY) 2021 U.S. Department of Housing and Urban Development (HUD) Annual Action Plan (AAP).

- HUD requires the submission of an Annual AAP and associated amendments to govern expenditure of federal housing and community development funding for each program year.
- The third amendment to the PY 2021 AAP proposes the following changes:
 - Allocation of Community Development Block Grant (CDBG) program income (\$8,564.12) to the Youth Conservation Corps. (YCC) to support affordable housing rehabilitation and resale.
 - Reallocation of prior year CDBG funding (\$50,000) to support the environmental cleanup at 2771 Galilee Ave., Zion, IL.
 - Supplemental funding (\$288,000 CDBG and \$524,477.96 HOME) to support the acquisition and rehabilitation of scattered site properties from the Lake County Housing Authority (LCHA).

Attachments: [PY21 AAP Third Amendment.pdf](#)

[Emergency Appropriation 2021-10 - Program Income.pdf](#)

Chair Rose requested a motion on the Third Amendment.

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

- Aye** 14 - Commissioner Casbon, Commissioner Cunningham, Commissioner Dominiak, Commissioner Kyle, Commissioner Leonard, Commissioner O'Connor, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Venturi, Commissioner Wilhoit, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi and Commissioner Rose
- Absent** 5 - Ex-Officio Member Hart, Vice Chair Pedersen, Commissioner Roberts, Commissioner Meehan and Commissioner Henley

7. Staff Reports

Brenda O'Connell shared with the committee the results of the HUD ESG Monitoring. Due to COVID, this year's monitoring was remote. She reported the County received an overall glowing review, and quoted from the letter received "that based on the monitoring review, it was determined that the County is generally in compliance with overall management requirements. However, the County's policies and agreements do not meet all of the regulatory requirements. As a result, there is one Finding, for Overall Grant Administration."

She informed the committee that the "finding" regarding overall grant management is what the County needs to address, and the "concern" found in the report corresponds to suggestions on how to strengthen lead-based paint records within rapid rehousing. Brenda also announced that the County received a "recognition of an exemplary practice" in the report for Community Development's process for monitoring ESG grant sub-recipients.

Brenda advised that upcoming actions to address the finding will include administrative revisions to subrecipient agreements, rental assistance agreements, and the monitoring guide and there will be upcoming HCDC approvals on the ESG standards guide for street outreach and some slight wording changes as well for some Community Development policies.

She announced that HUD released the regulations for HOME-ARP funding and that Lake County is receiving \$6 million dollars of additional, one-time homeless funding to be used for administration and planning, rental housing, tenant-based rental assistance, supportive services, acquisition and development of non-congregation shelter and nonprofit operating and capacity-building assistance. This information was released in time to be incorporated in the upcoming application round which will be further discussed in the upcoming round of ARC meetings as well as assessment of community needs.

8. Adjournment

Chair Rose adjourned the meeting at 4:07 p.m.