

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, October 14, 2020**

**3:30 PM**

**Via Zoom**

**<https://us02web.zoom.us/j/84859646608>**

**Meeting ID: 848 5964 6608**

**Via Phone (312) 626-6799**

**Housing and Community Development Commission**

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the August 21, 2020, Gubernatorial Disaster Proclamation, and the attached 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 in 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, October 14, 2020 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](mailto: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**

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

*Guests: Rob Anthony, Gregg Handrich, Kerri Williams, Michael Mader, Mark Patenaude, Kathleen van Crey, Chase Morris, and William Powers of Community Partners for Affordable Housing; Kate Ceithaml of Lake County Haven; Liz Teague of Kids Above All; Eric Foote of PADS; Christina Douglas of A Safe Place; Nimrod Warda of the City of North Chicago; and Cassandra Torstenson, of the Lake County Administrator's Office*  
*Staff: Eric Waggoner, Brenda O'Connell; Michele Slav, Dominic Strezo, Irene Marsh-Elmer and Eric Tellez*

**Present** 14 - Michael Meehan, Ray Rose, Anne Flanigan Bassi, Stephen Henley, Jennifer Clark, Linda Pedersen, Diane Hewitt, Mary Cunningham, Janet Swartz, Billy McKinney, Laureen Wilhoit, Mary Dominiak, Kathleen O'Connor and Dan Venturi

**Absent** 4 - Sandy Hart, Steve Carlson, Sharaka Leonard and Marah Altenberg

**Excused** 1 - Bethany Williams

**2. APPROVAL OF MINUTES**

**2.1 [20-1396](#)**

Approval of the July 15, 2020 Minutes

**Attachments:** [7.15.20 Draft Minutes](#)

**A motion was made by Commissioner O'Connor, seconded by Commissioner Clark, to approve the July 15, 2020 minutes. The motion carried by the following vote:**

**Aye** 12 - Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Henley, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Cunningham, Commissioner Swartz, Commissioner McKinney, Commissioner Wilhoit and Commissioner O'Connor

**Abstain** 1 - Commissioner Dominiak

**Absent** 4 - Ex-Officio Member Hart, Ex-Officio Member Carlson, Commissioner Leonard and Commissioner Altenberg

**Not Present** 1 - Commissioner Venturi

**3. CHAIR'S REMARKS**

*Chairman Rose shared Laura Walley's tragic loss this week and announced Brenda O'Connell's promotion to Acting Community Development Administrator.*

**4. PUBLIC COMMENTS (items not on the agenda)**

*There were no public comments.*

**5. OLD BUSINESS**

*There was no old business to discuss.*

**6. NEW BUSINESS**

**6.1 [20-1486](#)**

Proclamation recognizing Mary Ellen Tamasy for her 27 years of service to the Lake County Community in Affordable Housing.

*Chairman Rose read a proclamation to celebrate Mary Ellen Tamasy's efforts to clear the way for more affordable housing in Lake County over a 27-year span through work in leadership roles in four different agencies.*

**6.2 [20-1426](#)**

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

*Brenda O'Connell, Acting Community Development Administrator, presented funding recommendations for ESG-CV2 approved by the Homeless ARC.*

**6.3 [20-1427](#)**

PUBLIC HEARING - Department of Housing & Urban Development (HUD) Proposed Fourth Amendment to the Program Year 2019 Annual Action Plan (AAP).

*Chairman Rose requested a motion to open the Public Hearing.*

*Motion: To open the Public Hearing at 4:05 p.m.*

*Motion Made By: Commissioner Cunningham*

*Motion 2nd By: Commissioner Venturi*

*Motion approved*

*Brenda O'Connell read the written comments into the minutes, as follows:*

*Donna Drinka, Catholic Charities, wrote: We want to thank you for the consideration of approving our submitted Lake County ESG-CV2 application. Catholic Charities' Rapid Re-Housing Program is committed to serving the individuals and families of Lake County, who are experiencing homelessness, in locating and securing safe, affordable housing. Thank you.*

*Kate Ceithaml, Lake County Haven, wrote: Lake County Haven is grateful for this opportunity to continue our partnership with Lake County in our shared desire to keep our community members safe, healthy and housed. The global pandemic has affected all of our lives tremendously, especially our neighbors who are already vulnerable due to homelessness. We are proud to be part of a community that truly cares about all of its citizens and always strives to be a better, safer, more welcoming place to call home.*

*Motion: To close the Public Hearing at 4:09 p.m.*

*Motion Made By: Commissioner Venturi*  
*Motion 2nd By: Commissioner O'Connor*  
*Motion approved*

**6.4** [20-1428](#)

Joint Resolution - Approval of the fourth amendment to the 2019 United States Housing and Urban Development (HUD) Annual Action Plan (AAP).

**Attachments:** [Homelessness ARC Memo September 2020](#)

[DRAFT 2019 AAP 4th Amendment](#)

[2020-10 Emergency Appropriation - Grants](#)

**A motion was made by Commissioner Venturi, seconded by Commissioner McKinney, to approve the fourth amendment to the 2019 U.S. Department of Housing and Urban Development (HUD) Annual Action Plan (AAP). The motion carried by the following vote:**

**Aye** 14 - Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Henley, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Cunningham, Commissioner Swartz, Commissioner McKinney, Commissioner Wilhoit, Commissioner Dominiak, Commissioner O'Connor and Commissioner Venturi

**Absent** 4 - Ex-Officio Member Hart, Ex-Officio Member Carlson, Commissioner Leonard and Commissioner Altenberg

**6.5** [20-1453](#)

Presentation and Discussion - Department of Housing & Urban Development (HUD) Proposed Second Amendment to the Program Year 2020 Annual Action Plan (AAP).

*Brenda O'Connell, Acting Community Development Administrator, presented the AAP Amendment to repurpose program income for Youth Conservation Corps and prior year funding for the City of North Chicago.*

**6.6** [20-1457](#)

PUBLIC HEARING - Department of Housing & Urban Development (HUD) Proposed Second Amendment to the Program Year 2020 Annual Action Plan (AAP).

*Chairman Rose requested a motion to open the Public Hearing.*

*Motion: To open the Public Hearing at 4:14 p.m.*

*Motion Made By: Commissioner Venturi*

*Motion 2nd By: Commissioner Dominiak*

*Motion approved*

*There were no public comments.*

*Motion: To close the Public Hearing at 4:16 p.m.*

*Motion Made By: Commissioner Venturi*

*Motion 2nd By: Commissioner Dominiak*

*Motion approved*

**6.7** [20-1459](#)

Joint Resolution - Approval of the Second Amendment to the Program Year 2020 Annual Action Plan (AAP).

**Attachments:** [2020 AAP 2nd Amendment](#)

*Chairman Rose requested a motion on the proposed Joint Resolution.*

**A motion was made by Commissioner Venturi, seconded by Commissioner O'Connor, to approve the Joint Resolution of the Second Amendment to the Program Year 2020 Annual Action Plan (AAP). The motion carried by the following vote:**

**Aye** 13 - Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Henley, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Cunningham, Commissioner McKinney, Commissioner Wilhoit, Commissioner Dominiak, Commissioner O'Connor and Commissioner Venturi

**Absent** 4 - Ex-Officio Member Hart, Ex-Officio Member Carlson, Commissioner Leonard and Commissioner Altenberg

**Not Present** 1 - Commissioner Swartz

**6.8** [20-1483](#)

Presentation and Discussion - Program Year 2019 Consolidated Annual Performance Evaluation Report (CAPER)

*Presented by Brenda O'Connell, Acting Community Development Administrator; Dominic Strezo, Environmental Project Coordinator; Irene Marsh-Elmer, Housing Grant Administration Specialist; and Eric Tellez, Planner*

**6.9** [20-1484](#)

PUBLIC HEARING - Program Year 2019 Consolidated Annual Performance Evaluation Report (CAPER)

*Chairman Rose requested a motion to open the Public Hearing.*

*Motion: To open the Public Hearing at 4:46 p.m.*

*Motion Made By: Commissioner Venturi*

*Motion 2nd By: Commissioner Cunningham*

*Motion approved*

*There were no public comments.*

*Motion: To close the Public Hearing at 4:48 p.m.*

*Motion Made By: Commissioner Venturi*

*Motion 2nd By: Commissioner Hewitt*

*Motion approved*

**6.10 [20-1467](#)**

Approval of the 2019 Consolidated Annual Performance and Evaluation Report (CAPER)

**Attachments:** [2019 CAPER DRAFT](#)

*Chairman Rose asked if there were any questions on this item, to which there was no response. He then requested a motion on the proposed First Amendment.*

**A motion was made by Commissioner Cunningham, seconded by Commissioner Venturi, to approve the 2019 Consolidated Annual Performance and Evaluation Report (CAPER). The motion carried by the following vote:**

**Aye** 13 - Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Henley, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Cunningham, Commissioner Swartz, Commissioner Wilhoit, Commissioner Dominiak, Commissioner O'Connor and Commissioner Venturi

**Absent** 4 - Ex-Officio Member Hart, Ex-Officio Member Carlson, Commissioner Leonard and Commissioner Altenberg

**Not Present** 1 - Commissioner McKinney

**6.11 [20-1287](#)**

Approval of revisions to the Public Improvements Application for Program Year 2021

**Attachments:** [DRAFT PY2021 Public Improvements Application \(Clean\)](#)  
[DRAFT PY2021 Public Improvements Application \(Redline\)](#)

*Brenda O'Connell, Acting Community Development Administrator, presented revisions to the Public Improvements Application to increase transparency and make scoring more quantitative and reflective of the 2020-24 Consolidated Plan goals.*

**A motion was made by Commissioner Hewitt, seconded by Vice-Chairman Pedersen, to approve the revisions to the Public Improvements Application for Program Year 2021. Motion carried by the following roll call vote:**

**Aye** 13 - Commissioner Meehan, Chairman Rose, Commissioner Flanigan Bassi, Commissioner Henley, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Cunningham, Commissioner Swartz, Commissioner Wilhoit, Commissioner Dominiak, Commissioner O'Connor and Commissioner Venturi

**Absent** 4 - Ex-Officio Member Hart, Ex-Officio Member Carlson, Commissioner Leonard and Commissioner Altenberg

**Not Present** 1 - Commissioner McKinney

**7. STAFF REPORTS**

*There were no staff reports.*

**8. ADJOURNMENT**

*The meeting was adjourned at 4:51 p.m.*