

Lake County Illinois

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



Minutes Report - Draft

Wednesday, April 12, 2023

3:30 PM

Central Permit Facility - 2nd Floor

500 W. Winchester Rd.
Libertyville, IL

Housing and Community Development Commission

1. Roll Call

Chair Rose called the meeting to order at 3:37 pm.

Guest: Maya Ziv-El with Prairie State Legal Services, Bill Sparer with Lake County United, and Marsha Belcher with Community Action Partnership of Lake County.

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

Present 10 - Mary Dominiak, Linda Pedersen, Janet Swartz, Billy McKinney, Bethany Williams, Anne Flanigan Bassi, Michael Meehan, Ray Rose, Marah Altenberg and Michael Knight

Absent 9 - Mary Ross Cunningham, Sandy Hart, Angelo Kyle, Kathleen O'Connor, Dan Venturi, Gina Roberts, Paras Parekh, Marc Jones and Stephanie Victor

2. Approval of Minutes

2.1 23-0578

Approval of Minutes March 15, 2023

Attachments: [2023-03-15 HCDC Minutes Draft.pdf](#)

approval of minutes

Aye 10 - Commissioner Dominiak, Vice Chair Pedersen, Commissioner Swartz, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi, Commissioner Meehan, Commissioner Rose, Commissioner Altenberg and Commissioner Knight

Absent 9 - Commissioner Ross Cunningham, Ex-Officio Member Hart, Commissioner Kyle, Commissioner O'Connor, Commissioner Venturi, Commissioner Roberts, Ex-Officio Member Parekh, Commissioner Jones and Commissioner Victor

3. Chair's Remarks

There were no Chair 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 23-0568

Presentation and Discussion - United States Department of Housing & Urban Development (HUD) Program Year 2023 Proposed Annual Action Plan (AAP).

Brenda O'Connell, Community Development Administrator, reported the United States Department of Housing & Urban Development (HUD) revised previously reported funding amounts that allowed staff to restore funding recommendations to the original Advisory and Recommendation Committee (ARC) recommendations.

6.2 23-0567

PUBLIC HEARING - Proposed Program Year 2023 Proposed Annual Action Plan (AAP).

approved

6.3 23-0565

Approval of the Program Year 2023 (PY23) United States Department of Housing & Urban Development (HUD) Annual Action Plan (AAP).

- Lake County is the recipient of United States Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) entitlement funding.
- As a condition of entitlement funds HUD requires the development and submission of a Housing and Community Development Annual Action Plan (AAP).
- The PY22 AAP includes annual funding recommendations totaling \$2,880,838 CDBG, \$2,356,220 HOME, and \$220,057 ESG.

Attachments: [PY23 AAP_DRAFT.v2](#)

*Presented by Brenda O'Connell, Community Development Administrator
The Program Year 2023 United States Department of Housing & Urban Development
(HUD) grant awards are as follows:*

Clearbrook – Community Mental Health Center – \$75,000

Community Partners for Affordable Housing – Eve B. Lee Place – \$100,000

The Community Works, Inc. NFP – The Hero Project – \$100,000

Habitat for Humanity Lake County – Volunteer Hub – \$100,000

Zion, City of – Sidewalk Repair Program – \$80,000

Zion, Park District – Edina Trail – \$71,286

*Community Partners for Affordable Housing – Owner Occupied Rehabilitation Program -
\$125,000*

*Community Partners for Affordable Housing – Down Payment Assistance Program –
\$90,000*

*Community Partners for Affordable Housing – Community Land Trust Program –
\$240,000*

*Community Partners for Affordable Housing – Community Housing Development
Organization Operating – \$40,000*

Community Partners for Affordable Housing – Highland Parks Townhouses – \$300,000

Community Partners for Affordable Housing – Lake Plane Senior Residences – \$400,000

The Debruler Co. – Mundelein Senior Apartments – \$195,630

Housing Opportunity Development Corp. – Midlothian Manor – \$100,000

Lincoln Avenue Capital – Starling Senior Apartments – \$400,000

Bear Development & Waukegan Housing Authority – Ravine Terrace – \$500,000

Community Partners for Affordable Housing – Mary Pat Maddex Place – \$400,000

Perlmark Realty Corporation – Liberty Arms Senior Apartments – \$200,000

Lake County Haven – Transitional Housing Rooming House – \$212,191

Catholic Charities – Homeless Prevention – \$100,000

PADS Lake County – Custom Travel-Uber – \$11,207

PADS Lake County – Street Outreach – \$11,207
North Suburban legal Aid Clinic – Homeless Prevention – \$20,000
Prairie State Legal Services – Housing Legal Advocacy Project – \$30,000
Center for Enriched Living – Employment Opp. Program – \$20,000
ElderCARE@ChristChurch – Age in Place – \$25,207
Antioch Area Healthcare Access Alliance – Healthcare and Transportation - \$23,207
GLASA – Transportation – \$16,207
Prairie State Legal Services – Fair Housing Services – \$75,000
YouthBuild Lake County – Youthbuild Transportation – \$25,000
Youth Conservation Corps YCC – YouthBuild – \$26,206
approved

- Aye** 10 - Commissioner Dominiak, Vice Chair Pedersen, Commissioner Swartz, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi, Commissioner Meehan, Commissioner Rose, Commissioner Altenberg and Commissioner Knight
- Absent** 9 - Commissioner Ross Cunningham, Ex-Officio Member Hart, Commissioner Kyle, Commissioner O'Connor, Commissioner Venturi, Commissioner Roberts, Ex-Officio Member Parekh, Commissioner Jones and Commissioner Victor

6.4 23-0569

Presentation - Prairie State Legal Services - Fair Housing.

Maya Ziv-El, Fair Housing Attorney with Prairie State Legal Services, presented on the Fair Housing Act (FHA), and new Fair Housing law changes made in 2023. The FHA is a federal law that prohibits discrimination based on disability, race, sex, color, national origin, religion, and family status. Illinois Human Rights Act adds additional protection including: age, marital status, military status, order of protection, pregnancy, sexual orientation, arrest record, and the newest addition, source of income. FHA's dual goals are to end housing discrimination and promote diverse and inclusive communities.

6.5 23-0566

Approval for Lake County to serve as the Responsible Entity and complete 24 CFR Part 58 Environmental Review Records (ERRs) for recipients of Congressional Directed Funds.

- The U.S. Congress has appropriated funds directly to recipients for projects located in Lake County, IL.
- An Environmental Review Record (ERR) must be completed by a Responsible Entity for the appropriated funds.
- The attached agreement defined the terms and conditions for Lake County to serve and the RE and complete ERRs for recipients with projects located in Lake County not meeting the definition of a RE.

Attachments: [Agreement for CPF ERRs TEMPLATE Fees](#)

Dominic Strezio, Senior Grant Manager, presented that Lake County would serve as the responsible entity to complete environmental reviews for recipients of Congressional Directed Funds. There is a very specific definition within Part 58 on who can certify that report and not all the recipients meet that definition. Those that do not meet the definition

have been advised to reach out to the county or someone meeting the definition to do the survey for them.

approved

- Aye** 9 - Commissioner Dominiak, Vice Chair Pedersen, Commissioner Swartz, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi, Commissioner Rose, Commissioner Altenberg and Commissioner Knight
- Absent** 10 - Commissioner Ross Cunningham, Ex-Officio Member Hart, Commissioner Kyle, Commissioner O'Connor, Commissioner Venturi, Commissioner Meehan, Commissioner Roberts, Ex-Officio Member Parekh, Commissioner Jones and Commissioner Victor

6.6 23-0573

Resolution amending the Housing and Community Development Commission By-Laws.

- The Lake County Housing Community Development Commission (HCDC) was formed by the Lake County Board in 1976 to “accomplish the purpose of the (federal) Housing and Community Development Act.”
- Proposed HCDC By-Law changes include reducing the Executive Committee role, the definition of quorum, and switching to two-thirds of meetings being scheduled in Libertyville versus Waukegan.

Attachments: [By-laws HCDC v2023-04 Proposed.pdf](#)

[By-laws HCDC v2023-04 Proposed Red Lined.pdf](#)

Brenda O'Connell presented the proposed revisions to the by-laws: reducing the Executive Committee role, the definition of quorum, and switching to two-thirds of meetings being scheduled in Libertyville versus Waukegan. Commissioners voiced their agreement with changing the location of meetings. They recognized that the Libertyville campus is a more centralize location and the waste of staff resources and time to facilitate meetings in Waukegan.

approved

- Aye** 9 - Commissioner Dominiak, Vice Chair Pedersen, Commissioner Swartz, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi, Commissioner Rose, Commissioner Altenberg and Commissioner Knight
- Absent** 10 - Commissioner Ross Cunningham, Ex-Officio Member Hart, Commissioner Kyle, Commissioner O'Connor, Commissioner Venturi, Commissioner Meehan, Commissioner Roberts, Ex-Officio Member Parekh, Commissioner Jones and Commissioner Victor

7. Staff Reports

7.1 23-0579

Fair Housing Report 2023

Attachments: [Fair Housing Report 2023](#)

Brenda O'Connell presented data from the annual Fair Housing report. Brenda shared two

successes in addressing Fair Housing Choice. The first being approved funding through the Federal American Rescue Plan Act (ARPA) to develop 91 affordable housing units in high opportunity areas. The second success was Lake County's support to the Lake County Housing Authority in the development and implementation of the Landlord Outreach and Education Program (LOEP).

8. Adjournment

Meeting adjourned at 5:01 PM