

Lake County Illinois

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



Minutes Report - Final

Wednesday, January 18, 2023

2:30 PM

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

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

1. **Roll Call**

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

Guest: Jacqueline Lynn with ELDERcare Lake County and Bev Saiz with Clearbrook.

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

Present 3 - Linda Pedersen, Paras Parekh and Ray Rose

Absent 4 - Sandy Hart, Billy McKinney, Janet Swartz and Dan Venturi

2. **23-0150**

Approval of the November 9, 2022 minutes.

A motion was made by Ex-Officio Member Parekh, seconded by Member Rose, to approve the minutes. The motion carried by the following voice vote:

Aye 3 - Chair Pedersen, Commissioner Rose and Parekh

3. **Chairman'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 **23-0141**

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).

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.

A motion was made by Ex-Officio Member Parekh, seconded by Member Rose to approve the action plan amendment. The motion carried by the following voice vote:

Aye 3 - Chair Pedersen, Commissioner Rose and Parekh

6.2 [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.

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.

A motion was made by Ex-Officio Member Parekh, seconded by Member Rose to approve the action plan amendment . The motion carried by the following voice vote:

Aye 3 - Chair Pedersen, Commissioner Rose and Parekh

6.3 [23-0151](#)

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.

Brenda O'Connell, Community Development Administrator recommended the

appointment of Marah Altenberg to the Homeless Advisory & Recommendation Committee and Marc Jones to the Public Services Advisory & Recommendation Committee. These appointments leave two vacancies, one on both the Homeless and Public Improvement Advisory & Recommendation Committees.

A motion was made by Ex-Officio Member Parekh, seconded by Member Rose to approve the Advisory & Recommendation Committees appointments. The motion carried by the following voice vote:

Aye 3 - Chair Pedersen, Commissioner Rose and Parekh

7. Staff Reports

Brenda O'Connell lead a discussion about the future of the Executive Committee. The options suggested were to eliminate the Committee or to have the Committee have ad hoc meetings with a smaller role.

8. Adjournment

The meeting was adjourned at 3:12 pm.