

# **Lake County Illinois**

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



## **Minutes Report - Draft**

**Wednesday, September 13, 2023**

**3:30 PM**

**Central Permit Facility 500 W Winchester Rd, 2nd Floor**

**Zoom link: <https://us02web.zoom.us/j/87061440530>**

**LIBERTYVILLE**

**Housing and Community Development Commission**

**1. Roll Call**

*Chair Rose called the meeting to order at 3:40 PM.*

*Guests: Gregorio Resendiz of Independence Center; Liz Starks of Guaranteed Rate; Andrea Moore, member of Lake County Coalition for the Homeless.*

*Via Zoom: JoEllen Erdman of Zacharias Center; Amanda Levinson of Arden Shores; Monica DiVerde of Casa Lake County; Sarah Armstrong of the Lake County YES Coalition.*

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

**Present** 10 - Mary Ross Cunningham, Kathleen O'Connor, Bethany Williams, Anne Flanigan Bassi, Michael Meehan, Ray Rose, Gina Roberts, Marah Altenberg, Michael Knight and Stephanie Victor

**Absent** 9 - Mary Dominiak, Sandy Hart, Angelo Kyle, Linda Pedersen, Janet Swartz, Dan Venturi, Billy McKinney, Paras Parekh and Marc Jones

**2. Approval of Minutes**

**2.1 23-1306**

Approval of Minutes August 8, 2023

**Attachments:** [2023-08 HCDC Minutes Draft.pdf](#)

**approval of minutes**

**Aye** 10 - Commissioner Ross Cunningham, Commissioner O'Connor, Commissioner Williams, Commissioner Flanigan Bassi, Commissioner Meehan, Chair Rose, Commissioner Roberts, Commissioner Altenberg, Commissioner Knight and Commissioner Victor

**Absent** 9 - Commissioner Dominiak, Ex-Officio Member Hart, Commissioner Kyle, Vice Chair Pedersen, Commissioner Swartz, Commissioner Venturi, Commissioner McKinney, Ex-Officio Member Parekh and Commissioner Jones

**3. Chair's Remarks**

*The Chair 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 23-1307**

Presentation on Health, Equity, and Nature: A Changing Climate in Lake County, IL presented by Catherine Game, Executive Director of Brushwood Center at Ryerson Woods.

**Attachments:** [Health, Equity, and Nature - A Changing Climate in Lake County, IL](#)

*Brenda O'Connell, Community Development Administrator, informed the committee that the presenter had fallen ill and would need to reschedule the presentation for a later meeting date.*

**6.2 23-1308**

Approval of PY 2024 Video Gaming Application Materials

- The Lake County Board will be acting to amend the Video Gaming Revenue Policy (attached) on 9/12, prior to the HCDC meeting.
- The VGR application has been separated from the Human Services application to reflect the intent of this funding and the specific application and reporting requirements.
- The attached application and instructions are proposed to be used in the fall application round for PY 2024 funding.

**Attachments:** [VGR Application PY2024 Template](#)

[3.3.1 Video Gaming Revenue Policy Proposed Revision 8.31](#)

[Video Gaming Revenue Application Instructions PY2024](#)

*Brenda O'Connell presented the revised Video Gaming Revenue (VGR) Policy the Lake County Board recently approved. This policy sets a cap on the annual funding round at \$800,000 and sets funding priorities. The VGR application was parsed from the Human Services application to provide a separate application with more clarity to applicants about goals and requirements of the funding.*

**approved**

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

**6.3 23-1310**

Resolution approving Amendment 1 to the Joint Agreement between Lake County and the City of North Chicago for the provision of grant administration and management services for North Chicago Community Development Block Grant (CDBG) funds.

- On May 15, 2023, Lake County entered into a Joint Agreement with the City of North Chicago defining the roles and responsibilities for CDBG program administration.
- Following submission of the Agreement to the U.S. Department of Housing and Urban Development (HUD), HUD field counsel mandated language related to notifications and compliance with specific federal acts be inserted into the Agreement.
- Amendment 1 to the Agreement includes the requested changes and has been approved by the Lake County State's Attorney, the City of North Chicago, and HUD Field Counsel.

- Full execution and HUD approval of Amendment 1 prior to the end of the federal fiscal year (September 30, 2023) is required for Lake County to receive Program Year 2024 entitlement funds.

**Attachments:** [Lake County\\_N Chi\\_Joint Agreement 2023 AMENDMENT 1](#)

[Urban County Memo](#)

*Brenda O'Connell presented an amendment to the agreement between Lake County and the City of North Chicago for CDBG grant administration. The proposed amendment includes specific language requested by HUD field counsel with no substantive change to the agreement.*

**approved**

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

## **7. Staff Reports**

*Brenda O'Connell mentioned Community Development had been hosting a team of five from HUD for labor monitoring to ensure those working on projects are being paid the correct wages and all rules around certified payroll are being followed.*

*Brenda also shared the approval of the Lake County Strategic Plan made by the Lake County Board, which includes issues that the HCDC works on, such as: the Strategic Priority: Healthy and Inclusive Communities with the following goal statement: to reduce health inequities to ensure a thriving Lake County and work with the county's stakeholder community to increase the supply of affordable housing. Performance measures for this priority include empaneling the Lake County Attainable Housing Task Force in Fiscal Year 2024 to initiate county/municipal collaboration on affordable housing strategies (including model regulations incorporating inclusionary zoning practices and mechanisms to increase the supply of affordable housing) and decreasing the number of community members considered housing insecure year-over-year.*

*She mentioned HUD released a funding opportunity called PRO Housing (Pathways to Removing Obstacles to Housing), which is all about reducing regulatory barriers that are constraining the housing supply. There has been discussion about participation in a collaborative application in the region to receive some of that funding.*

## **8. Adjournment**

*Meeting adjourned at 4:45 PM.*