

Lake County Illinois

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



Minutes Report

Wednesday, April 14, 2021

2:30 PM

Via Zoom or Phone

<https://us02web.zoom.us/j/88184991247>

Meeting ID: 881 8499 1247

(312) 626-6799

Housing and Community Development Commission
- Executive Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, Gubernatorial Disaster Proclamation, and 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 2nd Floor Conference Room in the Central Permit Facility located at 500 W. Winchester Rd., Libertyville, 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, April 14, 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

Chairman Pedersen called the meeting of the Housing & Community Development Commission (HCDC) Executive Committee to order at 2:33 p.m.

Guests: Cassandra Torstenson of the Lake County Administrator's Office

Staff: Eric Waggoner, Brenda O'Connell, Michele Slav, Dominic Strezo, Irene Marsh-Elmer, Colleen Edwards, Eric Tellez, and Joy Rice

Present 5 - Billy McKinney, Linda Pedersen, Ray Rose, Janet Swartz and Dan Venturi

Absent 2 - Sandy Hart and Julie Simpson

2. APPROVAL OF MINUTES

2.1 21-0628

Approval of the March 10, 2021 minutes.

Attachments: [3.10.21 Draft Minutes.pdf](#)

A motion was made by Commissioner Swartz, seconded by Commissioner Venturi, to approve the March 10, 2020 minutes. The motion carried by the following vote:

Aye 5 - Commissioner McKinney, Chair Pedersen, Commissioner Rose, Commissioner Swartz and Vice-Chairman Venturi

Absent 2 - Ex-Officio Member Hart and Ex-Officio Member Simpson

3. CHAIR'S REMARKS

Chairman Pedersen 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 21-0632

Joint resolution approving the Program Year (PY) 2021 United States Department of Housing and Urban Development (HUD) Annual Action Plan (AAP) and authorizing an emergency appropriation in the amount of \$81,605.74.

- Lake County is the recipient of 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 AAP.
- The PY 2021 AAP includes annual funding recommendations totaling \$4,299,274 CDBG, \$2,122,834 HOME, \$225,934 ESG and \$381,531 Lake County Affordable Housing Program (LCAHP) Funds.
- The PY 2021 AAP includes amendments to prior year projects including changes to

project scope, project expansion, grant consolidation and allocation of new revenue made available through program income and prior year funds.

- The PY 2021 AAP was approved by the Lake County Housing and Community Development Commission (HCDC) on April 14, 2021.
- A total of \$15,856 of LCAHP, \$26,141.69 of CDBG and \$39,608.05 of HOME program income has been generated and has not been previously appropriated.
- The program income received was the result of loan payments in the amount of \$15,000 and mortgage payoffs in the amount of \$66,605.74.

Attachments: [PY21 AAP DRAFT.pdf](#)

[Emergency Appropriation 2021-05 - Program Income.pdf](#)

Presented by Brenda O'Connell, Community Development Administrator

A motion was made by Commissioner Rose, seconded by Commissioner Venturi, to forward the Approval of the Program Year 2021 (PY21) United States Department of Housing & Urban Development Proposed Annual Action Plan (AAP) to the Housing and Community Development Commission for approval. Motion carried by the following vote:

Aye 5 - Commissioner McKinney, Chair Pedersen, Commissioner Rose, Commissioner Swartz and Vice-Chairman Venturi

Absent 2 - Ex-Officio Member Hart and Ex-Officio Member Simpson

7. STAFF REPORTS

Brenda O'Connell, Community Development Administrator, shared with all in attendance that April is Fair Housing Month and provided an overview of the information released in Housing & Urban Development's Fair Housing Report. She also provided updates regarding the release of the Federal Emergency Rental Assistance (FERA) Program online application going "live" and how the intake process was going to date. Brenda announced the passing of the American Rescue Plan Act (ARPA) and how those funds are expected to be used once received.

8. ADJOURNMENT

A motion was made by Commissioner Venturi, seconded by Commissioner McKinney, to adjourn the meeting at 2:52 p.m.. The motion carried by the following vote:

Aye 5 - Commissioner McKinney, Chair Pedersen, Commissioner Rose, Commissioner Swartz and Vice-Chairman Venturi

Absent 2 - Ex-Officio Member Hart and Ex-Officio Member Simpson