

# Lake County Illinois

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



## Minutes Report - Final

Wednesday, September 11, 2024

3:30 PM

Remote attendance is available via Zoom:

<https://us02web.zoom.us/j/84259110552>

500 W Winchester Rd 2nd Floor, LIBERTYVILLE

**Housing and Community Development Commission**

**1. Roll Call**

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

*Commissioner Jones attended via Zoom.*

*Guests: Eric Foote of PADS Lake County; Don Frick of Clearbrook; Stephanie Cox and Loki Rader.*

*Guests via Zoom: Kelly Jimenez of UMMA, and Rhianna Bunch of Nicasa*

*Staff: Eric Waggoner, Dominic Strezio, Penni Raphaelson, Pam Jeffries, Eric Tellez, Courtney Cymerman, Malin Gembra, Liz Nelson, Michele Slav, and Danielle White*

**Present** 11 - Mary Ross Cunningham, Angelo Kyle, Kathleen O'Connor, Janet Swartz, Dan Venturi, Bethany Williams, Anne Flanigan Bassi, Ray Rose, Michael Knight, Stephanie Victor and Marc Jones

**Absent** 6 - Linda Pedersen, Billy McKinney, Michael Meehan, Gina Roberts, Marah Altenberg and Mary Dominiak

**2. Approval of Minutes**

**2.1 [24-1183](#)**

Approval of Minutes August 14, 2024.

**Attachments:** [HCDC Minutes Draft 2024-08-14.pdf](#)

**A motion was made by Commissioner Venturi, seconded by Commissioner Swartz, for the approval of minutes. The motion carried by the following voice vote.**

**Aye** 10 - Commissioner Ross Cunningham, Commissioner O'Connor, Commissioner Swartz, Commissioner Venturi, Commissioner Williams, Commissioner Flanigan Bassi, Chair Rose, Commissioner Knight, Commissioner Victor and Commissioner Jones

**Absent** 6 - Vice Chair Pedersen, Commissioner McKinney, Commissioner Meehan, Commissioner Roberts, Commissioner Altenberg and Commissioner Dominiak

**Not Present** 1 - Commissioner Kyle

**3. Chair's Remarks**

*Chair Rose shared the commissioner appointments to HCDC Advisory and Recommendations Committees (ARCs) since the County Board approval of the ARC restructuring voted on at the preceding HCDC Committee meeting.*

**4. Public Comments (items not on the agenda)**

*No public comments.*

**5. Old Business**

*No old business.*

**6. New Business**

**6.1 [24-1202](#)**

Joint resolution authorizing the submission of a Healthy Houses Program Application to the Illinois Department of Commerce and Economic Opportunity (DCEO).

- The Illinois DCEO made over \$21,000,000 available to support for installation and/or replacement of entire Heating, Ventilation and Air Conditioning (HVAC) Systems in multi-family, low to moderate income rentals. The funding opportunity does not require local match.
- Lake County Community Development is proposing an application requesting the maximum of \$2,000,000.
- If selected, the funds would be pass through to eligible landlords/property owners with low-to-moderate (LMI) income qualified rental units located in Lake County.

**Attachments:** [Healthy Homes NOFO](#)

[Healthy Homes Application - Project Information](#)

[CTC 7697339 Affidavit](#)

*Courtney Cymerman, Grant Administrator, presented on the Healthy Houses Program Application to the Illinois Department of Commerce and Economic Opportunity (DCEO). This opportunity has a total available of \$21.6M with the awards ranging from \$250K to \$2M. These funds can be used for HVAC replacements in low moderate income rental units, focusing on housing preservation, safety, and revitalization. All beneficiaries must be households earning less than 80% of AMI.*

**A motion was made by Commissioner Venturi, seconded by Commissioner Williams, that this commission action item be approved. The motion carried by the following voice vote.**

**Aye** 11 - Commissioner Ross Cunningham, Commissioner Kyle, Commissioner O'Connor, Commissioner Swartz, Commissioner Venturi, Commissioner Williams, Commissioner Flanigan Bassi, Chair Rose, Commissioner Knight, Commissioner Victor and Commissioner Jones

**Absent** 6 - Vice Chair Pedersen, Commissioner McKinney, Commissioner Meehan, Commissioner Roberts, Commissioner Altenberg and Commissioner Dominiak

**6.2 [24-1189](#)**

Presentation and Discussion - Proposed Second Amendment to the United States Department of Housing & Urban Development (HUD) Program Year 2024 Annual Action Plan (AAP).

*Dominic Strezo, Community Development Administrator, presented the proposed amendment to the Program Year 2024 Annual Action Plan that allocates \$213,991 of previously unallocated HOME funds to the City of Waukegan for their internal Owner-Occupied Rehabilitation Program.*

**6.3 [24-1190](#)**

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

*Dominic Strezo presented the proposed amendment for the Program Year 2019 Annual Action Plan that reallocates \$40,182 in left over funds of \$22,591 from Catholic Charities and \$17,591 Community Partners for Affordable Housing to PADS Lake County for*

*shelter operations.*

**6.4 [24-1188](#)**

PUBLIC HEARING

- Second Amendment to Program Year 2024 Annual Action Plan (AAP).
- Tenth Amendment to Program Year 2019 Annual Action Plan (AAP).

*No public comments.*

**6.5 [24-1191](#)**

Joint resolution approving the second amendment to the Program Year (PY) 2024 United States Department of Housing & Urban Development (HUD) Annual Action Plan (AAP).

- HUD requires the submission of an AAP and associated amendments to govern expenditure of federal housing and community development funding for each program.
- The second amendment to the PY 2024 AAP makes the following changes:
  - Allocation of \$213,991 of HOME funds to the City of Waukegan for Owner-Occupied Rehabilitation.

**Attachments:** [PY24 AAP 2ND AMENDMENT](#)

**A motion was made by Commissioner Venturi, seconded by Commissioner Flanigan Bassi, that this resolution be approved. The motion carried by the following voice vote.**

- Aye** 11 - Commissioner Ross Cunningham, Commissioner Kyle, Commissioner O'Connor, Commissioner Swartz, Commissioner Venturi, Commissioner Williams, Commissioner Flanigan Bassi, Chair Rose, Commissioner Knight, Commissioner Victor and Commissioner Jones
- Absent** 6 - Vice Chair Pedersen, Commissioner McKinney, Commissioner Meehan, Commissioner Roberts, Commissioner Altenberg and Commissioner Dominiak

**6.6 [24-1192](#)**

Joint resolution approving the tenth amendment to the Program Year (PY) 2019 United States Department of Housing & Urban Development (HUD) Annual Action Plan (AAP).

- HUD requires the submission of an AAP and associated amendments to govern expenditure of federal housing and community development funding for each program.
- Community Development Block Grant Coronavirus relief funds (CDBG-CV) reporting elements are included in the PY 2019 AAP regardless of the program year the activities are initiated.
- The tenth amendment to the PY 2019 AAP makes the following changes:
  - Reduction in funding in the amount of \$17,591 for foreclosure counseling (Community Partners for Affordable Housing).
  - Reduction in funding in the amount of \$22,591 for Rental Assistance - Project Delivery (Catholic Charities).
  - Allocation of \$40,182 of CDBG-CV funds to PADS Lake County for shelter operations.

**Attachments:** [2019 AAP 10th Amendment](#)

**A motion was made by Commissioner Venturi, seconded by Commissioner Flanigan Bassi, that this resolution be approved. The motion carried by the following voice vote.**

**Aye** 11 - Commissioner Ross Cunningham, Commissioner Kyle, Commissioner O'Connor, Commissioner Swartz, Commissioner Venturi, Commissioner Williams, Commissioner Flanigan Bassi, Chair Rose, Commissioner Knight, Commissioner Victor and Commissioner Jones

**Absent** 6 - Vice Chair Pedersen, Commissioner McKinney, Commissioner Meehan, Commissioner Roberts, Commissioner Altenberg and Commissioner Dominiak

**6.7 [24-1193](#)**

Approval of Program Year 2025 (PY25) annual application scoring criteria.

- Program Year 2025 (PY25) is the first year in the Program Year 2025-29 HUD Consolidated Plan (ConPlan) cycle.
- The 2025-29 HUD ConPlan contains new priority needs and goals.
- The proposed changes to the scoria criteria are minor and designed to align with the identified needs and goals of the ConPlan.

**Attachments:** [PY2025 Housing Scoring Criteria](#)

[PY2025 Human Services Scoring Criteria](#)

[PY2025 Public Improvements Scoring Criteria](#)

*Eric Tellez, Senior Grant Administrator, presented minor changes to the Program Year 2025 Affordable Housing application scoring criteria. Environmental sustainability was incorporated into the criteria to align with Lake County's Strategic Plan initiatives. The second change adds consideration for the Build America Buy America federal requirement.*

*Pam Jeffries, Grant Administrator, presented recommended changes to the Public Improvements application scoring criteria. The first change revises the low/moderate income area benefit scoring criteria to increase points received for applications achieving one ConPlan goal from five to ten points. Second is under scoring bonus, bonus points will now be awarded to any project incorporating housing, giving applicants the opportunity to explore more innovative solutions. Next the focus on accessibility was lowered to allow for more balanced scoring between capital projects. Finally, the point distribution was changed and the prioritization for being directly referenced in strategic plan was removed.*

*Penni Raphaelson, Community Development Grants Manager, presented changes to the Human Services application scoring criteria. The first change directly awards points based*

*on a formula of the percentage of Lake County entitlement clients. The second addresses the points awarded for overall impact on Lake County. The final change only effects CDBG applicants and is based upon how well the outcomes are written for the proposed program.*

**A motion was made by Commissioner Flanigan Bassi, seconded by Commissioner Ross Cunningham, that this commission action item be approved. The motion carried by the following voice vote.**

**Aye** 11 - Commissioner Ross Cunningham, Commissioner Kyle, Commissioner O'Connor, Commissioner Swartz, Commissioner Venturi, Commissioner Williams, Commissioner Flanigan Bassi, Chair Rose, Commissioner Knight, Commissioner Victor and Commissioner Jones

**Absent** 6 - Vice Chair Pedersen, Commissioner McKinney, Commissioner Meehan, Commissioner Roberts, Commissioner Altenberg and Commissioner Dominiak

**7. Staff Reports**

*Dominic Strezo announced Penni Raphaelson as the Community Development Grants Manager.*

**8. Adjournment**

*Meeting adjourned at 4:31 PM.*