

Lake County Illinois

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



Meeting Minutes - Draft

Wednesday, February 9, 2022

3:30 PM

Via Zoom or Phone

<https://us02web.zoom.us/j/84308515977>

Meeting ID: 843 0851 5977

(312) 626-6799

Housing and Community Development Commission

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the current Gubernatorial Disaster Proclamation, and the Board Chair's Written Determination, this meeting will be held by 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 at 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 2:00 on Wednesday February 9, 2022 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

Vice Chair Pedersen called the meeting of the Housing and Community Development Commission (HCDC) to order at 3:31 p.m.

Commissioner Cunningham joined at 3:33 p.m.

Commissioners McKinney and Swartz joined at 3:38 p.m.

Guests: Amanda Levinson of Arden Shore, Bev Saiz of Clearbrook, Beverly Mull of Scholars Soaring Cultural Center, Caryn Fliegler of Josselyn Center, Cassandra Hiller of the Lake County Administrator's Office, Eddie Soto of Lake County Tech Hub, Eric Foote of PADS Lake County, Jennifer Yonan of Youth Conservation Corps, Gail Weil of Community Youth Network, JoEllen Erdman of Zacharias Center, Kevin Murphy of Family Service of Lake County, Laura Craemer of Allendale, Michelle Crombie of United Way Lake County, Christina Douglas of A Safe Place, Richard Koenig of Housing Opportunity Development Corporation, Ken Barber of Adelante, Susan Shulman of North Suburban Legal Aid Clinic, Timothy DeBruler of the DeBruler Company, Vickey Tello of Nicasa, Marlon Bell, Jodi Gingiss of Attainable Housing Solutions, Charles Nozicka, and Stephanie Victor

Staff: Eric Waggoner, Brenda O'Connell, Dominic Strezo, Eric Tellez, Damon Coleman, Pamela Jeffries, Penni Raphaelson, Michele Slav, Yazmin Albino, and Joy Rice

Present 13 - Carissa Casbon, Mary Cunningham, Mary Dominiak, Angelo Kyle, Kathleen O'Connor, Linda Pedersen, Gina Roberts, Janet Swartz, Laureen Wilhoit, Billy McKinney, Bethany Williams, Anne Flanigan Bassi and Michael Meehan

Absent 6 - Sandy Hart, Sharaka Leonard, Julie Simpson, Dan Venturi, Ray Rose and Stephen Henley

2. Approval of Minutes

2.1 22-0228

Approval of the January 12, 2022 minutes

A motion was made by Commissioner Casbon, seconded by Commissioner Meehan, to approve the January 12, 2022 minutes. Motion carried by the following roll call vote:

Aye 12 - Commissioner Casbon, Commissioner Cunningham, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Commissioner Swartz, Commissioner Wilhoit, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi and Commissioner Meehan

Abstain 1 - Commissioner Dominiak

Absent 6 - Ex-Officio Member Hart, Commissioner Leonard, Ex-Officio Member Simpson, Commissioner Venturi, Commissioner Rose and Commissioner Henley

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 [22-0231](#)

Presentation and Discussion - Program Year 2022 (PY22) homelessness and public improvements funding recommendations.

Presented by Brenda O'Connell - Community Development Administrator, Damon Coleman - Senior Grant Manager, Dominic Strezo - Senior Grant Manager, and Eric Tellez - Grant Manager

Funding requests for American Rescue Plan Act (ARPA) Funding through HOME are on hold while intergovernmental agreements are finalized. Some requests may be considered for ARPA local funding and are being coordinated with the County's process. The federal budget is operating on a continuing resolution which delays the final grant execution. She noted the next steps in the funding process are as follows:

- Affordable Housing and Human Service ARC meetings will be held in February.*
- Public hearing and HCDC vote at March HCDC on all funding recommendations.*
- Video Gaming Revenue (VGR) and Affordable Housing Program (AHP) will move forward for April County Board approval.*
- Entitlement grants will wait for HUD funding amounts. Any changes will be approved by HCDC.*

Emergency Solutions Grant (ESG) Program funding recommendations are as follows:

Catholic Charities - Rapid Rehousing - \$55,000
PADS Lake County - Outreach - \$20,000
A Safe Place - Shelter - \$20,000
Kids Above All - Rapid Rehousing - \$33,989
PADS Lake County - Shelter - \$20,000
Community Development - HMIS - \$20,000
Community Development - Admin - \$16,910

Community Development Block Grant (CDBG) funding recommendations are as follows:

Area Benefit:

Round Lake Beach - Sidewalk Construction - \$100,000
Zion - Sidewalk Repair - \$80,000

Clientele Benefit:

Allendale - Roof repair - CDBG -\$60,162
Arden Shore Child & Family Services - CDBG - \$50,400
Nicasa - Roof repair - CDBG - \$29,500
Clearbrook - \$104,938 -CDBG - Mental Health Center
Community Youth Network - Wellness Campus - CDBG - \$75,000

6.2 [22-0232](#)

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

Presented by Brenda O'Connell, Community Development Administrator

The Coronavirus Aid, Relief, and Economic Security (CARES) Act allocated \$4,772,657 (CDBG) and \$2,298,340 (ESG) of funding to Lake County via HUD to prevent, prepare for, and respond to Coronavirus. The CARES Act funded activities are reported and tracked through Program Year 2019 (PY19) AAP regardless of the year in which the activities are initiated. The proposed changes will allow funds to be spent prior to the September 30, 2022 grant expiration.

Three proposed funding changes are as follows:

\$100,000 (ESG) from Program Administration to PADS Lake County - Emergency Shelter

\$100,000 (ESG) from A Safe Place - Rapid Rehousing to A Safe Place - Emergency Shelter

\$60,000 (CDBG) from unspent rental assistance to United Way 211 - Referral services and program administration

\$20,000 (CDBG) from unspent rental assistance - Community Development costs related to 211

6.3 [22-0233](#)

PUBLIC HEARING - Proposed Sixth Amendment to the Department of Housing & Urban Development (HUD) Program Year 2019 Annual Action Plan (AAP).

Presented by Brenda O'Connell, Community Development Administrator

Motion: To open the Public Hearing at 4:11 p.m.

Motion Made By: Commissioner Williams

Motion 2nd By: Commissioner Cunningham

Motion approved.

Eric Foote with PADS Lake County

This is from Eric Foote from PADS Lake County addressing the general work of the committee. PADS would like to thank the commission and the Community Development department for helping PADS meet the on-going community need for emergency shelter for people experiencing homelessness. It's been deeply challenging but the end result has been shelter for most everyone that has visited our facility during the pandemic. We continue to stretch ourselves to meet the need and appreciate whatever can be done to help us in this work.

Motion: To close the Public Hearing at 4:15 p.m.

Motion Made By: Commissioner Dominiak

Motion 2nd By: Commissioner Casbon

Motion approved.

6.4 [22-0234](#)

Joint Resolution approving the Sixth Amendment to the Department of Housing & Urban Development (HUD) Program Year 2019 (PY 2019) Annual Action Plan (AAP).

A motion was made by Commissioner Williams, seconded by Commissioner Swartz, that Approval of the Sixth Amendment to the Department of Housing & Urban Development (HUD) Program Year 2019 (PY19) Annual Action Plan (AAP) be approved. Motion carried by the following roll call vote:

Aye 13 - Commissioner Casbon, Commissioner Cunningham, Commissioner Dominiak, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Commissioner Swartz, Commissioner Wilhoit, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi and Commissioner Meehan

Absent 6 - Ex-Officio Member Hart, Commissioner Leonard, Ex-Officio Member Simpson, Commissioner Venturi, Commissioner Rose and Commissioner Henley

7. Staff Reports

Brenda O'Connell, Community Development Administrator, announced the CDBG Timeliness Test will be coming at the end of February and she has received word from Housing and Urban Development (HUD) that there will be no consequences for missing the test this year. She reassured the commission that Community Development's strategy and intention is to keep our projects and funding moving forward as planned.

Brenda also reported that 2 HOME projects that are breaking ground; Armory Terrace in partnership with Waukegan Housing Authority and Kirwan Apartments in partnership with Over The Rainbow.

8. Adjournment

Chair Pedersen declared the meeting adjourned at 4:22 p.m.