

Lake County Illinois

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



Minutes Report - Final

Wednesday, June 11, 2025

3:30 PM

Join via Zoom: <https://us02web.zoom.us/j/82412535005>

18 N County St, WAUKEGAN, IL
10th floor Assembly Room

Housing and Community Development Commission

1. **Roll Call**

Vice Chair Cunningham called the meeting to order at 3:35 PM.

Guests: Jackie Lynn, Eldercare Lake County; Don Frick, Clearbrook.

Guests via Zoom: Shelby McDonald, Waukegan Park District; Kurt Woolford, LCSMC; Carissa Casbon, County Board Member; Laurie Williams, Collaborative Community Housing Initiative; Kelly Jimenez, UMMA; Nicole Kerpan, Habitat for Humanity Lake County/Mchenry County; Laura Cramer, Allendale; Jennifer Yonan, Youth Conservation Corp; Liz Nelson, Connections for the Homeless; Vicky Tello, Nicasa Behavioral Health Services; Olivia Stueben, Zacharias Sexual Abuse Center; Joining Forces; Jennifer Power, Keay Crandall.

Staff: Dominic Strezo, Penni Raphaelson, Courtney Cymeran, Eric Tellez, Pam Jeffries, Michele Slav, Yazmin Albino, RuthAnne Hall, Ashley Watson, Malin Gembra, and Danielle White

Present 12 - Kathleen O'Connor, Janet Swartz, Michael Knight, Esiah Campos, Sara Knizhnik, Mary Ross Cunningham, Marah Altenberg, Marc Jones, Billy McKinney, Michael Meehan, Bethany Williams and Anne Flanigan Bassi

Excused 4 - Dan Venturi, Gina Roberts, Ray Rose and Stephanie Victor

2. **Approval of Minutes**

2.1 [25-0817](#)

Approval of the March 12, 2025 minutes.

Attachments: [2025-03 HCDC Draft Minutes.pdf](#)

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

Aye 12 - Commissioner O'Connor, Commissioner Swartz, Commissioner Knight, Commissioner Campos, Commissioner Knizhnik, Commissioner Ross Cunningham, Commissioner Altenberg, Commissioner Jones, Commissioner McKinney, Commissioner Meehan, Commissioner Williams and Commissioner Flanigan Bassi

3. **Chair's Remarks**

No Chair remarks.

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

No public comments.

5. **Old Business**

No old business.

6. **New Business**

6.1 [25-0811](#)

Presentation and Discussion - Subrecipient Monitoring and Oversight.

Dominic Strezo, Community Development Administrator, presented an overview of the subrecipient monitoring and oversight process to ensure subrecipients comply with applicable federal regulations and meet performance objectives. The annual monitoring process has been developed referencing the US Department of Housing & Urban Development (HUD) Office of Community Planning and Development (CPD) Monitoring Handbook that includes a review of key policies, audits, eligibility documentation, facility conditions, and financial oversight.

6.2 [25-0812](#)

Presentation and Discussion - United States Department of Housing & Urban Development Program Years 2025-2029 Consolidated Plan including Lake County Affordable Housing Program PY25 funding recommendations.

Dominic Strezo, presented funding recommendations for \$3.4M housing projects and \$625K public improvements. Penni Raphaelson, Community Development Grant Manager, presented recommendations for \$1.3M public service projects and \$700K homelessness projects. The funds were allocated based on the Consolidated Plan priorities.

6.3 [25-0819](#)

Public Hearing - Proposed Program Years 2025-2029 US Department of Housing and Urban Development Housing and Community Development Consolidated Plan and Annual Action Plan Program Year 2025, including Lake County Affordable Housing Program Year 2025 funding recommendations.

Jackie Lynn with Eldercare Lake County thanked the Commission for their continued support.

6.4 [25-0828](#)

Joint resolution approving the United States Department of Housing & Urban Development (HUD) Program Years 2025-2029 Consolidated Plan, funding recommendations for \$4,997,276, and an emergency appropriation of \$253,436 of CDBG, NSP, and HOME Program income.

- 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 Consolidated Plan detailing five-year goals and strategies needed to address identified community needs.
- The Consolidated Plan also includes Program Year 2025 (PY25) activities receiving funding totaling \$3,144,037 of CDBG, \$1,631,705 HOME, and \$221,534 ESG funds.
- This resolution includes approval of an emergency appropriation of \$253,436 of CDBG, NSP and HOME Program income, which was received through these programs and must be reinvested in subsequent programming.

Attachments: [PY2025 Funding Recommendations](#)
[2025-2029 ConPlan DRAFT.pdf](#)
[Emergency Appropriation HUD Grants Program Income](#)

approved

Aye 12 - Commissioner O'Connor, Commissioner Swartz, Commissioner Knight, Commissioner Campos, Commissioner Knizhnik, Commissioner Ross Cunningham, Commissioner Altenberg, Commissioner Jones, Commissioner McKinney, Commissioner Meehan, Commissioner Williams and Commissioner Flanigan Bassi

6.5 [25-0269](#)

Joint resolution approving the Lake County Affordable Housing Program (LCAHP) Program Year 2025 funding recommendations for \$625,288 and an emergency appropriation of \$5,538.

- In December 2024, Community Development staff received applications for eligible affordable housing programs and projects.
- Program Year 2025 (PY25) Lake County Affordable Housing Program Funds total \$625,288 and the funding consists of \$540,000 Fiscal Year 2025 (FY25) budget, \$79,750 from a repurposed PY24, and program revenue of \$5,000 from Prairie View Apartments and \$538 from Community Partners for Affordable Housing.
- Funding recommendations include \$175,288 to Community Partners for Affordable Housing, \$125,000 to Urban Muslim Minority Alliance (UMMA), \$100,000 to Habitat for Humanity of Lake County, \$90,000 to Youth Conservation Corps, \$80,000 to Lake County Housing Authority, \$40,000 to Coalition Legal, and \$15,000 to YouthBuild Lake County.
- This resolution includes approval of an emergency appropriation of \$5,538 of LCAHP Program income.

Attachments: [PY25 AHP Funding Recs](#)
[Emergency Appropriation LCAHP Program Income](#)

approved

Aye 12 - Commissioner O'Connor, Commissioner Swartz, Commissioner Knight, Commissioner Campos, Commissioner Knizhnik, Commissioner Ross Cunningham, Commissioner Altenberg, Commissioner Jones, Commissioner McKinney, Commissioner Meehan, Commissioner Williams and Commissioner Flanigan Bassi

7. Staff Reports

Dominic Strezo introduced the new Opioid Coordinator, Ashley Watson.

8. Adjournment

Meeting adjourned at 4:35 PM.