

Lake County Illinois

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



Minutes Report

Wednesday, August 25, 2021

3:30 PM

Via Zoom or Phone

<https://us02web.zoom.us/j/83122688238>

Meeting ID: 831 2268 8238

(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 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 2:00 on Wednesday August 25, 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 Rose called the meeting of the Housing and Community Development Commission to order at 3:35 p.m.

Guests: Christina Douglas of A Safe Place; Robert Montgomery of Urban Muslim Minority Alliance; Eddie Soto of Greater Waukegan Development Coalition; Susan Shulman of North Suburban Legal Aid Clinic; Trisha Blythe of Youth Conservation Corps; Bev Saiz of Clearbrook; Lorraine Hocker of Lake County Housing Authority; Richard Koenig of Housing Opportunity Development Corporation; Doug Roberts; K. Young; and Cassandra Torstenson of the County Administrator's Office

Staff: Eric Waggoner, Brenda O'Connell, Michele Slav, Dominic Strezo, Penni Raphaelson, Pam Jeffries, Eric Tellez, Damon Coleman and Laura Walley

Present 15 - Carissa Casbon, Mary Cunningham, Angelo Kyle, Kathleen O'Connor, Linda Pedersen, Gina Roberts, Julie Simpson, Dan Venturi, Laureen Wilhoit, Billy McKinney, Bethany Williams, Anne Flanigan Bassi, Michael Meehan, Ray Rose and Stephen Henley

Excused 3 - Mary Dominiak, Sharaka Leonard and Janet Swartz

2. APPROVAL OF MINUTES

A motion was made by Commissioner Meehan, seconded by Commissioner Roberts, to approve the July 14, 2021 minutes. The motion carried by the following vote:

Aye 15 - Commissioner Casbon, Commissioner Cunningham, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Ex-Officio Member Simpson, Commissioner Venturi, Commissioner Wilhoit, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi, Commissioner Meehan, Commissioner Rose and Commissioner Henley

2.1 21-1250

Approval of the July 14, 2021 minutes

Attachments: [DRAFT 7-14-21 HCDC EXEC Minutes](#)

3. CHAIR'S REMARKS

Chairman Rose thanked all those who attended the meeting.

4. PUBLIC COMMENT (items not on the agenda)

There were no public comments.

5. Old Business

There was no old business.

6. New Business

6.1 21-1231

Program Year 2021 Special Housing Application Round Presentation, Deliberations and Allocations - Discussion and Recommendations

- On July 14, 2021 the Housing & Community Development Commission (HCDC) approved the initiation of a special application round for the acquisition and rehabilitation of properties from the Lake County Authority (LCHA).
- Over \$12,000,000.00 of funding requests were received on August 11, 2021.
- On August 18, 2021 the Affordable Housing Advisory and Recommendation Committee (ARC) reviewed applications, scoring and approved funding recommendations for the full HCDC.

Attachments: [Housing ARC Recommendations.pdf](#)

The Presented by Brenda O'Connell, Community Development Administrator

Funding Recommendations

Phase I

Raquan's Haven – 1 Rental Unit - \$115,000 - CDBG funds

Urban Muslim Minority Alliance (UMMA) – 1 Rental Unit - \$175,000 - CDBG funds

Youth Conservation Corps – 1 Homebuyer Unit - \$200,000 - HOME funds

Housing Opportunity Development Corp. (HODC) – 3 Rental Units - \$100,000 – CDBG, \$374,116 – HOME funds, plus \$125,884 – Phase 2 HOME funds

Community Partners for Affordable Housing (CPAH) – 2 Rental Units - \$78,968 – CDBG funds,

plus \$174,116 – Phase 2 HOME funds

Contingency funds - \$100,000 – CDBG funds

Phase 2

A Safe Place – 1 Rental Unit - \$200,000 – HOME funds

HODC - \$125,884 – HOME funds - as noted above in Phase 1

CPAH - \$174,116 – HOME funds – as noted above in Phase 1

A motion was made by Vide-Chairman Pedersen, seconded by Commissioner Williams, to approve the PY2021 Special Housing Application Round funding recommendation, as presented. The motion carried by the following vote:

Aye 15 - Commissioner Casbon, Commissioner Cunningham, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Ex-Officio Member Simpson, Commissioner Venturi, Commissioner Wilhoit, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi, Commissioner Meehan, Commissioner Rose and Commissioner Henley

6.2 21-1235

Presentation and Discussion - Proposed Second Amendment to the United States Department of Housing & Urban Development (HUD) Program Year 2021 Annual Action Plan (AAP).

Presented by Brenda O'Connell, Community Development Administrator

Changes contained within the proposed 2nd Amendment to the PY2021 Annual Action Plan

1. PY2021 Tier 2 Funding Recommendations

Clearbrook – Wright Home Facility Improvements - \$18,330

CPAH – Down Payment Assistance Program - \$50,000

The DeBruler Co. – Mundelein Senior Apartments - \$124,802

Youth Conservation Corps – Affordable Housing Rehabilitation and Resale - \$41,302

2. Subrecipient Change for the Crisis Center facility from the Lake County Administrator's Office to the Independence Center. Previously approved funding of \$156,648 will be used for facility improvements.

3. New Project - Acquisition and rehabilitation of scattered site properties from the Lake County Housing Authority – see Item 6.1 above for details - \$1,143,084

6.3 21-1236

PUBLIC HEARING - Proposed Second Amendment to the Program Year 2021 Annual Action Plan (AAP).

Chairman Rose asked for a motion to open the Public Hearing.

Motion: To open the Public Hearing at 4:03 p.m.

Motion Made By: Mary Cunningham

Motion 2nd By: Gina Roberts

Motion Approved with Commissioner Venturi not present.

Christina Douglas of A Safe Place emailed her public comment for Item 6.1:

A Safe Place thanks the Commission for recommending our organization for HOME funding. For 43 years, A Safe Place has provided services to victims of domestic abuse and their families and is the sole service provider that is devoted exclusively to addressing domestic violence and human trafficking in Lake County, Illinois. The COVID-19 pandemic has led to an unprecedented increase in victims seeing assistance from A Safe Place in 2020 – 2021 and the increased demand for services is likely to continue for the foreseeable future. As compared to pre-pandemic service numbers, A Safe Place has experienced a 635% increase in calls to our 24-hour Crisis line, and as recently as last month we were sheltering four times more people as compared to March 2020. Housing is the top need identified by callers to our hotline and 211 statistics confirm that as well. A Safe Place has provided emergency shelter since 1979, 37 units of Section 8 housing for 12 years, transitional housing for 12 years, 30 units of VOCA Shelter of Hope housing for 4 years, and Rapid Rehousing for 2 years, and has managed a major increase in the need for emergency shelter. Using Maslow's Hierarchy of Need and the Housing First model, we know that only when people have their basic needs met (housing, food, etc.) are they able to then address the trauma they have experienced and work to rebuild their lives. The requested funds will allow us to create a new housing option for victims and their children that does not require them to live in a hotel... this is especially important for victims of Human Trafficking who were typically trafficked in hotels. We will also be able to have an A Safe Place staff member on-site at the home to assist clients in carrying out their Service Plans. Again, thank you for your support.

Bev Saiz of Clearbrook entered her public comment within the meeting chat box:

Thank you for your support of Clearbrook and those we serve. We are very appreciative of your support.

Robert Montgomery of UMMA wrote his public comment in the meeting chat box:

Thank you everyone for your continued support of UMMA.

Chairman Rose asked if there were any additional comments. As there were none, he asked for a motion to close the Public Hearing.

6.4 21-1237

Joint resolution approving the Second Amendment to Program Year (PY) 2021 the U.S. Department of Housing and 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 year.
- The second amendment to the PY 2021, approved by the Lake County Housing and Community Development Commission (HCDC) on August 25, proposes the following changes:
 - Supplemental funding for previously approved projects including a senior housing construction, affordable housing rehab and resale, a community integrated living arrangement and down payment assistance.
 - Reallocation of prior program year funding to support the acquisition and rehabilitation of scattered site properties from the Lake County Housing Authority (LCHA).
 - Change in subrecipient from Lake County Administrator's Office to the Independence Center for facility improvements at the Living Room Wellness Center.
- Contingency fund approvals will be subject to specific administrative approval mechanisms and Board Committee reporting requirements for contract contingencies.

Attachments: [PY21 AAP_Second Amendment_DRAFT.pdf](#)

[Emergency Appropriation 2021-09 - Program Income.pdf](#)

Chairman Rose asked if there were any questions about the proposed amendment, to which there was no response. He requested a motion.

approved

Aye 14 - Commissioner Casbon, Commissioner Cunningham, Commissioner Kyle, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Ex-Officio Member Simpson, Commissioner Wilhoit, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi, Commissioner Meehan, Commissioner Rose and Commissioner Henley

Not Present 1 - Commissioner Venturi

7. Staff Reports

Brenda O'Connell thanked Lorraine Hocker, CEO of the Lake County Housing Authority (LCHA), for her efforts with the special housing application round, which provided the opportunity for affordable housing developers to purchase available units from LCHA. She then introduced Community Development's newest staff member, Damon Coleman. He will be working with the Emergency Solutions Grant program, along with serving many of the human services grants. The HCDC welcomed Damon to the team.

8. Adjournment

The meeting was adjourned at 4:13 p.m.