

# Lake County Illinois

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



## Minutes Report

**Wednesday, August 25, 2021**

**2:30 PM**

**Via Zoom or Phone**

**<https://us02web.zoom.us/j/83312304231>**

**Meeting ID: 833 1230 4231**

**(312) 626-6799**

**Housing and Community Development Commission**  
**- Executive Committee**

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 1:00 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@lakecountyiil.gov](mailto:communitydevelopment@lakecountyiil.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.

## ROLL CALL

*Vice-Chairman Venturi called the meeting of the Housing and Community Development Commission (HCDC) Executive Committee to order at 2:32 p.m.*

*Guest: Cassandra Torstenson of the County Administrator's Office*

*Staff: Brenda O'Connell, Michele Slav, Dominic Strezo, Pam Jeffries and Laura Walley*

**Present** 5 - Sandy Hart, Billy McKinney, Ray Rose, Julie Simpson and Dan Venturi

**Absent** 2 - Linda Pedersen and Janet Swartz

## 2. APPROVAL OF MINUTES

### 2.1 [21-1247](#)

Approval of the July 14, 2021 minutes

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

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

**Aye** 5 - Ex-Officio Member Hart, McKinney, Rose, Ex-Officio Member Simpson and Vice-Chairman Venturi

**Absent** 2 - Chair Pedersen and Commissioner Swartz

## CHAIR'S REMARKS

*Vice-Chairman Venturi had no comments.*

## 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](#)

*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 Commissioner McKinney, seconded by Commissioner Rose, to forward the PY2021 Special Housing Application Round funding recommendations to the Housing and Community Development Committee for approval. Motion carried by the following vote:**

<b>Aye</b>	5 -	Ex-Officio Member Hart, McKinney, Rose, Ex-Officio Member Simpson and Vice-Chairman Venturi
<b>Absent</b>	2 -	Chair Pedersen and Commissioner Swartz

6.2 [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](#)

*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*

**A motion was made by Member Rose, seconded by Member Simpson, to forward**

**the Second Amendment to the PY2021 Annual Action Plan to the Housing and Community Development Committee for approval. Motion carried by vote:**

**Aye** 5 - Ex-Officio Member Hart, McKinney, Rose, Ex-Officio Member Simpson  
and Vice-Chairman Venturi  
**Absent** 2 - Chair Pedersen and Commissioner Swartz

**7. STAFF REPORTS**

*There were no staff reports.*

**8. ADJOURNMENT**

*Meeting was adjourned at 2:56 p.m.*

**A motion was made by Commissioner Rose, seconded by Commissioner McKinney to adjourn the meeting. Motion carried by the following vote:**

**Aye** 5 - Ex-Officio Member Hart, McKinney, Rose, Ex-Officio Member Simpson  
and Vice-Chairman Venturi  
**Absent** 2 - Chair Pedersen and Commissioner Swartz