

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, February 10, 2021**

**3:30 PM**

**Via Zoom or Phone**

**<https://us02web.zoom.us/j/86067062014>**

**(312) 626-6799**

**Meeting ID: 860 6706 2014**

**Housing and Community Development Commission**

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the December 10, 2020, Gubernatorial Disaster Proclamation, and the attached Written Determination of the Lake County Board Chair, this meeting will be held via 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 Assembly Room on the 10th Floor of the Administrative Tower at 18 N. County St. Waukegan, 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 10, 2020 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](mailto: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 (HCDC) to order at 3:35 p.m.*

*Guests: Rob Anthony of Community Partners for Affordable Housing; and Donna Jo Maki of the County Administrator's Office*

*Staff: Eric Waggoner, Brenda O'Connell; Michele Slav, Dominic Strezo, Irene Marsh-Elmer, Eric Tellez and Laura Walley*

**Present** 16 - Anne Flanigan Bassi, Carissa Casbon, Mary Cunningham, Stephen Henley, Angelo Kyle, Billy McKinney, Michael Meehan, Kathleen O'Connor, Linda Pedersen, Gina Roberts, Ray Rose, Janet Swartz, Julie Simpson, Dan Venturi, Laureen Wilhoit and Bethany Williams

**Excused** 2 - Mary Dominiak and Sharaka Leonard

**2. APPROVAL OF MINUTES**

**2.1 [21-0277](#)**

Approval of the November 18, 2020 Minutes.

**Attachments:** [11.18.20 Draft Minutes](#)

**A motion was made by Commissioner O'Connor, seconded by Commissioner Swartz, to approve the November 19, 2020 minutes. The motion carried by the following vote:**

**Aye** 15 - Commissioner Flanigan Bassi, Commissioner Casbon, Commissioner Henley, Member Kyle, Commissioner Leonard, Commissioner McKinney, Commissioner Meehan, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Chairman Rose, Commissioner Swartz, Commissioner Venturi, Commissioner Wilhoit and Commissioner Williams

**Abstain** 1 - Ex-Officio Member Simpson

**Not Present** 1 - Commissioner Cunningham

**3. CHAIR'S REMARKS**

*Chairman Rose welcomed the Commission to the first meeting of 2021, wishing them a happy new year. He thanked the Community Development staff for their efforts during the past year. He then welcomed the HCDC's new members; County Board Commissioners Angelo Kyle, Gina Roberts and Carissa Casbon, as well as new ex-officio member Julie Simpson, Chairman of the Health and Community Services Committee.*

**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 [21-0269](#)**

Presentation and Discussion - Department of Housing & Urban Development (HUD)  
Proposed Fourth Amendment to the Program Year 2020 Annual Action Plan (AAP)

*Presented by Brenda O'Connell, Community Development Administrator, and Dominic  
Strezo, Environmental Project Coordinator*

**6.2 [21-0270](#)**

PUBLIC HEARING - Department of Housing & Urban Development (HUD) Proposed Fourth  
Amendment to the Program Year 2020 Annual Action Plan (AAP)

*Presented by Brenda O'Connell, Community Development Administrator*

*Motion: To open the Public Hearing at 3:50 p.m.*

*Motion Made By: Janet Swartz*

*Motion 2nd By: Linda Pedersen*

*Motion approved with Daniel Venturi not present.*

*There were no public comments.*

*Motion: To close the Public Hearing at 3:52 p.m.*

*Motion Made By: Mary Cunningham*

*Motion 2nd By: Angelo Kyle*

*Motion approved.*

**6.3 [21-0273](#)**

Joint resolution approving the Fourth Amendment to the Program Year (PY) 2020  
Annual Action Plan (AAP).

**Attachments:** [2020 AAP 4th Amendment DRAFT.pdf](#)

*Chairman Rose requested a motion on the Fourth Amendment.*

**A motion was made by Commissioner Williams, seconded by Commissioner  
Cunningham, to approve the Fourth Amendment to the Program Year 2020 Annual  
Action Plan. The motion carried by the following vote:**

**Aye 16** - Commissioner Flanigan Bassi, Commissioner Casbon, Commissioner  
Cunningham, Commissioner Henley, Member Kyle, Commissioner McKinney,  
Commissioner Meehan, Commissioner O'Connor, Vice Chair Pedersen,  
Commissioner Roberts, Chairman Rose, Commissioner Swartz, Ex-Officio  
Member Simpson, Commissioner Venturi, Commissioner Wilhoit and  
Commissioner Williams

**6.4 [21-0279](#)**

Approval of the Lake County Community Development Duplication of Benefits Policy

**Attachments:** [LCCD General DOB Policy.pdf](#)

*Presented by Brenda O'Connell, Community Development Administrator, and Irene Marsh-Elmer, Housing Grant Administration Specialist*

**A motion was made by Commissioner Cunningham, seconded by Commissioner Kyle, to approve the Lake County Community Development Duplication of Benefits Policy. The motion carried by the following vote:**

**Aye** 16 - Commissioner Flanigan Bassi, Commissioner Casbon, Commissioner Cunningham, Commissioner Henley, Member Kyle, Commissioner McKinney, Commissioner Meehan, Commissioner O'Connor, Vice Chair Pedersen, Commissioner Roberts, Chairman Rose, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Venturi, Commissioner Wilhoit and Commissioner Williams

## **7. STAFF REPORTS**

*Brenda O'Connell, Community Development Administrator, gave a presentation about Lake County's Community Development Block Grant (CDBG) Timeliness concerns. The Department of Housing and Urban Development (HUD) requires that Lake County has a balance of less than 150% of its most recent CDBG grant award (Program Year 2020) unspent by March 1, 2021. She explained that HUD still requires that we meet that ratio but realized COVID-19 issues have caused a slowing of project spending, so HUD decided that it would not issue any sanctions for the current program year. Staff knows that Lake County will not meet the requirement this year, so these concerns will need to be considered during the upcoming application review and recommendation process. She then spoke about the reasons that various programs and projects had been put on hold or had slowed their spending. The Advisory and Recommendation Committees (ARCs) have meetings scheduled for the end of the month, during which the ARC members will review and discuss the PY2021 funding applications. The newest HCDC members were assigned to ARCs, as follow: Commissioner Casbon, Homeless Assistance ARC; Commissioner Kyle, Affordable Housing ARC; and Commissioner Roberts, Public Improvements ARC.*

## **8. ADJOURNMENT**

**Chairman Rose declared the meeting adjourned at 4:46 p.m.**