

# Lake County Illinois

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



## Minutes Report - Draft

Wednesday, April 13, 2022

2:30 PM

Central Permit Facility  
2nd Floor Conference Room  
500 W Winchester Rd., Libertyville, IL 60048

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

**1. Roll Call**

*Chair Pedersen called the Housing and Community Development Commission (HCDC) Executive Committee meeting to order at 2:37 pm.*

*Staff: Brenda O'Connell, Eric Waggoner, Dominic Strezo, Eric Tellez, Damon Coleman, Michele Slav, Daisy Rodriguez, and Joy Rice*

**Present** 5 - Billy McKinney, Linda Pedersen, Ray Rose, Janet Swartz and Dan Venturi

**Absent** 2 - Sandy Hart and Julie Simpson

**2. Approval of Minutes**

**2.1 22-0502**

Approval of the March 16, 2022 minutes.

**Attachments:** [DRAFT 2022-03-16 EXEC Minutes](#)

**A motion was made by Commissioner McKinney, seconded by Commissioner Swartz, to approve the March 16, 2022 minutes. Motion carried by the following voice vote:**

**Aye** 5 - McKinney, Chair Pedersen, Rose, Commissioner Swartz and Vice-Chairman Venturi

**Absent** 2 - Ex-Officio Member Hart and Ex-Officio Member Simpson

**3. Chair's Remarks**

*There were no Chair remarks.*

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

*There were no Chair remarks.*

**5. Old Business**

*There was no old business.*

**6. New Business**

6.1 22-0568

Joint resolution approving the Fifth Amendment to Program Year (PY) 2021 U.S. Department of Housing and Urban Development (HUD) Annual Action Plan (AAP).

- HUD requires the submission of an Annual Action Plan (AAP) and associated amendments to govern expenditure of federal housing and community development funding for each program year.
- The Fifth amendment to the Program Year 2021 (PY21) AAP proposes Community Development Block Grant (CDBG) reallocations and a scope change to expedite project spending:
  - Reallocation of \$80,000 of CDBG funds from Thresholds to the City of Zion.
  - Reallocation of \$100,000 of CDBG funds from Community Youth Network to the Village of Round Lake Beach.
  - Scope change request from Northern Illinois Recovery Community Organization (NIRCO) from a bathroom remodel to flooring improvements.
- The Fifth amendment to the PY21 AAP proposes a subrecipient change to provide additional financial benefit to the project:
  - Subrecipient change request from the Debruler Company to AIM North.

**Attachments:** [PY21 AAP\\_Fifth Amendment\\_DRAFT.pdf](#)

[Mundelein Senior - Lake County request letter.pdf](#)

[NIRCO\\_Change of Scope of Work Request.pdf](#)

*Presented by Dominic Strezo, Senior Grant Manager.*

*The fifth amendment to the Program Year 2021 Annual Action Plan (AAP) includes the following reallocations and changes:*

- CDBG reallocation to the City of Zion – Sidewalks
- CDBG reallocation to the Village of Round Lake Beach – Sidewalks
- Scope change for the Northern Illinois Recovery Community Organization (NIRCO)
- Mundelein Senior Housing -Subrecipient change

**A motion was made by Commissioner Swartz, seconded by Commissioner Venturi, to forward the Fifth Amendment to Program Year 2021 to the Housing and Community Development Commission for approval. Motion carried by the following voice vote:**

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

6.2 22-0550

Joint resolution approving an Intergovernmental Agreement (IGA) to administer American Rescue Plan Act (ARPA) funds awarded to the Lake County HOME Consortium.

- The American Rescue Plan Act (ARPA) appropriated \$5 billion of funding through the U.S. Department of Housing and Urban Development (HUD) HOME Investment Partnership Program (HOME-ARP) to address the need for homelessness assistance and supportive services.
- The Lake County Consortium consists of the County of Lake, the City of North Chicago, and the City of Waukegan.
- The Intergovernmental Agreement (IGA) sets the framework for the allocation and administration of \$6,025,377.00 of HOME-ARP funds awarded to the Lake County Consortium.
- Lake County, as the lead entity, is responsible for ensuring compliance with HUD HOME-ARP regulations.
- In accordance with County Board Rules, the State's Attorney's Office has reviewed this Intergovernmental Agreement.

**Attachments:** [HOME-ARP IGA\\_FINAL.pdf](#)

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

*The HOME- ARP Intergovernmental agreement is federal funding appropriated in the American Rescue Plan (ARP) awarded through HUD HOME Investments Partnerships Program (HOME) to Fiscal Year 21 (FY21) participating jurisdictions (PJs) through which the Lake County Consortium (Lake County, Waukegan, and North Chicago) received \$6,025,377. These funds must serve individuals or households who are homeless, at risk of homelessness, and other vulnerable populations.*

*HOME-ARP funds have four (4) eligible uses:*

- 1. Production or Preservation of Affordable Housing*
- 2. Tenant-Based Rental Assistance (TBRA)*
- 3. Supportive Services, Homeless Prevention Services, and Housing Counseling*
- 4. Purchase and Development of Non-Congregate Shelter*

*The HOME-ARP IGA sets the framework for the allocation and administration of HOME-ARP funds and allows a County-wide approach with no geographic set asides. Lake County serves as the lead entity thus responsible for HUD compliance and development of an allocation plan. Municipalities will have the opportunity to review the allocation plan prior to submission to HUD.*

**A motion was made by Commissioner Venturi, seconded by Commissioner Rose to forward the Approval of an Intergovernmental Agreement (IGA) defining the administration of American Rescue Plan Act (ARPA) funds awarded to the Lake County HOME Consortium to the Housing and Community Development**

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**Commission for approval. Motion carried by the following voice vote:**

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

**6.3 22-0571**

Amendment to the Written Standards for Provision of Emergency Solutions Grants (ESG) Assistance for Landlord Incentives.

- The written standards for the provision of Emergency Solutions Grants have been developed to assure that ESG-funded programs are compliant and consistent across providers and contracts.
- Due to the impacts of COVID-19, HUD allows for ESG-CV funding to be used for landlord incentives valued up to three times the rent charged for the unit, including signing bonuses, security deposits, repairing damages incurred by the program participant not covered by the security deposit.
- Proposed standards were developed in collaboration with Lake County Coalition for the Homeless, serving as the Homeless Continuum of Care, to address barriers for homeless youth in accessing housing.
- Since the ESG-CV funding will end on September 30, 2022, Landlord Incentives will end at that time unless HUD provides additional flexibilities.

**Attachments:** [Policies Standards Procedures-April 2022 Proposed.pdf](#)

*Presented by Brenda O'Connell*

**A motion was made by Commissioner Venturi, seconded by Commissioner Rose to forward the Amendment to the Written Standards for Provision of Emergency Solutions Grants (ESG) Assistance for Landlord Incentives to the Housing and Community Development Commission for approval. Motion carried by the following voice vote:**

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

**7. Staff Reports**

*There was no staff report.*

**8. Adjournment**

*Chair Pedersen adjourned the meeting at 3:07 p.m.*

**A motion was made by Member Venturi, seconded by Member McKinney, to adjourn the meeting. The motion carried unanimously.**

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