

# Lake County Illinois

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



## Minutes Report

Wednesday, July 14, 2021

2:30 PM

10th floor Assembly Room - 18 N. County Street, Waukegan  
Virtual Attendance

<https://us02web.zoom.us/j/81373298813>

Meeting ID: 813 7329 8813 or Via phone (312) 626-6799

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

Pursuant to Section 7(e) of the Illinois Open Meetings Act, if there is a current Gubernatorial Disaster Proclamation and a Written Determination by the Lake County Board Chair, this meeting will be held by audio and video conference.

**PUBLIC ATTENDANCE:** There are two options for the public to attend the meeting: (1) in-person attendance on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois, or (2) remote / virtual attendance through the link on the front page of this agenda.

**RECORDING:** Meetings, including Public Comment, will be recorded.

**PUBLIC COMMENT:** Public comments are welcomed and encouraged. The public will be afforded time to comment on matters related to the business of the Housing and Community Development Commission. Public comments received by noon on Wednesday, July 14, 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. In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. 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.

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## ROLL CALL

Brenda O'Connell, Community Development Administrator called the Housing and Community Development Commission (HCDC) Executive Committee meeting to order at 2:41 p.m.

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

Staff: Eric Waggoner, Eric Tellez, Michele Slav, Pam Jeffries, Dominic Strezo, Penni Raphaelson; Joy Rice

**Motion: To appoint Commissioner Rose as Chairman pro tem**

**Motion Made By: Commissioner Swartz**

**Motion 2nd By: Commissioner Rose**

**Motion approved.**

**Present** 4 - Billy McKinney, Ray Rose, Julie Simpson and Janet Swartz

**Absent** 3 - Sandy Hart, Linda Pedersen and Dan Venturi

## APPROVAL OF MINUTES

### 2.1 21-1056

Approval of the June 9, 2021 minutes.

**Attachments:** [06-09-2021 Draft HCDC Exec Minutes](#)

**A motion was made by Commissioner McKinney, seconded by Commissioner Swartz, to approve the June 9, 2021 minutes. The motion carried by the following vote:**

**Aye** 4 - McKinney, Rose, Ex-Officio Member Simpson and Commissioner Swartz

**Absent** 3 - Ex-Officio Member Hart, Chair Pedersen and Vice-Chairman Venturi

## CHAIR'S REMARKS

*There were no pro tem chair remarks.*

## PUBLIC COMMENT (items not on the agenda)

*There were no public comments.*

## OLD BUSINESS

*There was no old business.*

## 6. NEW BUSINESS

### 6.1 21-1039

Approval of the 2020 Consolidated Annual Performance and Evaluation Report (CAPER)

- The United States Department of Housing and Urban Development (HUD) requires that grantees report on accomplishments and progress toward Consolidated Plan goals in the Consolidated Annual Performance and Evaluation Report (CAPER).
- The Program Year 2020 (PY20) CAPER reports on accomplishments between May 1, 2020 and April 30, 2021.

- The report does not include the additional funding appropriated through the CARES Act but rather focuses on the budgeted allocation of entitlement funding.

**Attachments:** [PY2020 CAPER DRAFT](#)

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

**A motion was made by Commissioner Swartz, seconded by Commissioner McKinney, to forward the approval of the 2020 Consolidated Annual Performance and Evaluation Report (CAPER) to the Housing and Community Development Committee (HCDC). Motion carried by the following roll call vote:**

**Aye** 4 - McKinney, Rose, Ex-Officio Member Simpson and Commissioner Swartz

**Absent** 3 - Ex-Officio Member Hart, Chair Pedersen and Vice-Chairman Venturi

## 6.2 21-1048

Commission action to initiate special application round for the acquisition and rehabilitation of disposed properties from the Lake County Housing Authority (LCHA).

- The Lake County Housing Authority (LCHA) is disposing of properties in accordance with their goals and repositioning strategy.
- Maximizing affordable housing is a goal of the Lake County 2020-2024 Consolidated Plan (ConPlan).
- Staff recommends HCDC action to initiate a special application round in which approved partners will acquire LCHA properties for the benefit of low/moderate income households.

**Attachments:** [Special Application Round.pdf](#)

**A motion was made by Commissioner Simpson, seconded by Commissioner McKinney, that Commission action to initiate special application round for the acquisition and rehabilitation of disposed properties from the Lake County Housing Authority (LCHA) be forwarded to the Housing and Community Development Committee for approval. Motion carried by the following roll call vote:**

**Aye** 4 - McKinney, Rose, Ex-Officio Member Simpson and Commissioner Swartz

**Absent** 3 - Ex-Officio Member Hart, Chair Pedersen and Vice-Chairman Venturi

## STAFF REPORTS

*There was no staff report.*

## ADJOURNMENT

*Pro tem Chair Rose adjourned the meeting at 3:24 p.m.*