

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, June 10, 2020

3:30 PM

Via Zoom

Meeting ID: 821 6675 7425

<https://us02web.zoom.us/j/82166757425>

Via Phone (312) 626-6799

Housing and Community Development Commission

To comply with social distancing requirements and Governor Pritzker's stay-at-home order, this meeting will be held virtually.

Public comments are welcomed and encouraged. Public comments received by noon on Wednesday, June 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 lwalley@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 3:31 p.m.

Guests: Susan Shulman of North Suburban Legal Aid Clinic; Eddie Soto of Greater Waukegan Development Coalition; Amanda Levinson of Arden Shore; Beverly Mull of Scholars Soaring Cultural Center; Sarah Duby of Congressman Brad Schneider's Office; Joe Roth of Illinois Realtors; Kate Ceithaml of Lake County Haven; Meghan Powell-Filler of PADS Lake County; Nelly Guzman of Catholic Charities; Ben Richards of Waukegan Park District; Mary Roberson of Northern Illinois Recovery Community Organization; Colleen Lennon of Antioch Area Healthcare Accessibility Association; Representative Mary Edly-Allen; and Cassandra Torstenson of the Lake County Administrator's Office Staff: Eric Waggoner, Brenda O'Connell; Dominic Strezo, Irene Marsh-Elmer; Eric Tellez and Laura Walley

Present 14 - Michael Meehan, Ray Rose, Bethany Williams, Stephen Henley, Jennifer Clark, Linda Pedersen, Diane Hewitt, Mary Cunningham, Janet Swartz, Sharaka Leonard, Billy McKinney, Laureen Wilhoit, Kathleen O'Connor and Dan Venturi

Excused 3 - Anne Flanigan Bassi, Mary Dominiak and Marah Altenberg

2. APPROVAL OF MINUTES

2.1 [20-0794](#)

Approval of the May 13, 2020 Minutes

Attachments: [5.13.20 Draft Minutes.pdf](#)

A motion was made by Commissioner Cunningham, seconded by Commissioner McKinney, to approve the May 13, 2020 minutes. The motion carried by the following vote:

Aye 14 - Commissioner Meehan, Chairman Rose, Commissioner Williams, Commissioner Henley, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Cunningham, Commissioner Swartz, Commissioner Leonard, Commissioner McKinney, Commissioner Wilhoit, Commissioner O'Connor and Commissioner Venturi

3. CHAIR'S REMARKS

Chairman Rose announced that all votes must be taken as roll-call votes, per Governor Pritzker's recent legislation.

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 [20-0790](#)

Presentation and Discussion - Department of Housing & Urban Development (HUD)
Program Years 2020-2024 Proposed Consolidated Plan and Annual Action Plan (AAP)

Presented by Brenda O'Connell, Continuum of Care Program Coordinator; Dominic Strezo, Environmental Project Coordinator; Irene Marsh-Elmer, Housing Grant Administration Specialist; and Eric Tellez, Planner

6.2 [20-0791](#)

PUBLIC HEARING - Proposed Program Years 2020-2024 U.S. Department of Housing and Urban Development Housing and Community Development Consolidated Plan and Annual Action Plan.

Chairman Rose requested a motion to open the Public Hearing.

Motion: To open the Public Hearing at 4:48 p.m.

Motion Made By: Mary Cunningham

Motion 2nd By: Daniel Venturi

Motion approved with Commissioners Henley and O'Connor not present

Brenda O'Connell read the written comments into the minutes, as follows:

Carmen Patlan, of the Highwood Public Library (Library), wrote that the Library extends sincere appreciation to the HCDC for consideration of funding its much-needed vestibule upgrade project, where they hope to provide handicap accessibility to the Library's growing demographic.

Susan Shulman, of the North Suburban Legal Aid Clinic (Clinic), offered thanks to the HCDC for considering the Clinic's application for funding a full-time housing attorney, thereby allowing them to promote the ConPlan goal of ending homelessness. She explained the organization's service area, clientele, services provided and the recent increase in housing-related matters. This increase in calls was due to the pandemic, with an escalation in requests for assistance expected when the moratorium on evictions is lifted. Having access to legal assistance will help low-income households fare better with the legal process and, hopefully, avoid the effects of eviction and homelessness.

Ashley Styx, of Catholic Charities, wrote about the organization's Emergency Assistance Program, thanking the HCDC for its support through the Community Development Block Grant (CDBG) Homeless Prevention funds. She stated that last year the funds allowed them to assist 19 households with obtaining or maintaining stable housing.

Donna Drinka, of Catholic Charities, wrote about the organization's Rapid Re-housing

Program, thanking the HCDC for its continued financial support with Emergency Solutions Grant (ESG) funding. This allowed them to serve the most vulnerable households experiencing homelessness and assisting them in securing safe, affordable, permanent housing.

Michael Edgar and Eddie Soto, of the Greater Waukegan Development Coalition (GWDC) and the Lake County Tech Hub (LCTH), wrote about GWDC's mission, growth, strategies and clients. They stated that their fundamental purpose revolves around three activities: supporting and incubating core businesses; pursuing transformative real estate development projects; and facilitating foreign direct investment. They believe that the business support, mentoring program and incubation services that GWDC provides will be in high demand and can help with the unemployment issues caused by the pandemic. They stand ready to aid Lake County.

Beverly Mull, of Scholars Soaring Cultural Center, wrote that she is still in pursuit of the agency's project for the property at 2771 Galilee in Zion.

Samuel DeGrino and Susan Perlman, of Prairie State Legal Services, wrote about their agency's services, the number of clients served during the past year and their funding sources. Further, they state that the services proposed for PY2020 will address three of the four priority needs identified in the 2020 – 2024 Consolidated Plan: ending homelessness, inclusive growth and housing accessibility. Prairie State fosters collaborative relationships with other social service organizations and local government agencies to increase the positive results for its clients. They thanked the HCDC for its support, adding that this funding allows the agency to leverage other state and federal funding for its housing work.

Motion: To close the Public Hearing at 5:00 p.m.

Motion Made By: Linda Pedersen

Motion 2nd By: Bethany Williams

Motion approved with Commissioners Henley and Venturi not present

6.3 [20-0792](#)

Joint resolution approving 2020 - 2024 Housing and Community Development Consolidated Plan, including the Program Year (PY) 2020 Annual Action Plan (AAP).

Attachments: [Con Plan Memo](#)

[2020 - 2024 Lake County Housing and Community Development Consolida](#)

Presented by Brenda O'Connell, Continuum of Care Program Coordinator

The funding recommendations were as follows:

Affordable Housing

Catholic Charities – Rapid Rehousing - \$150,000
Nicasa – Housing – Capacity Building- \$25,000
Collaborative Comm. Housing Initiative – Housing – Capacity Building - \$50,000
Mano a Mano – Housing – Capacity Building - \$25,000
Independence Center – Permanent Supportive Housing - \$50,000
Over the Rainbow – Kirwan Apartments - \$73,431
A Safe Place – Transitional Housing - \$25,000
Community Partners for Affordable Housing (CPAH) – Rental Housing - \$348,977
Urban Muslim Minority Alliance – Rental Housing - \$58,750
CPAH – Down Payment Assistance - \$228,732
CPAH – Lake Forest Senior Cottages – Rental Housing - \$775,000
CPAH – Owner Occupied Rehabilitation Program (OORP) - \$194,259
CPAH – OORP Project Delivery - \$80,000
The DeBruler Co. – Mundelein Senior Housing – Rental Housing - \$200,273
Waukegan Housing Authority & Bear Dev. – Armory Terrace Reconstruction – Rental Housing - \$292,304
City of Zion – Kenosha Road Demolition - \$100,000

Homeless Assistance

Homeless Management Information System (HMIS) - \$20,289
PADS Lake County – Shelter - \$40,579
A Safe Place – Shelter - \$25,362
PADS Lake County – Outreach - \$57,327
Catholic Charities – Rapid Rehousing - \$65,000
Program Administration – ESG - \$16,910
PADS Lake County – Facilities – Capacity Building - \$50,000
The Harbour – Capacity Building - \$25,000
Thresholds – Permanent Supportive Housing - \$100,000
ChildServ – Transitional Housing - \$25,000
City of Zion – 1805 27th Street Redevelopment - \$250,000

Public Improvements

PADS Lake County – Restroom Facility Upgrades - \$28,243
A Safe Place – Roof replacement at shelter - \$73,000
Midwest Veterans Closet – Site Improvements - \$75,000
Adelante Center – Economic Development – Capacity Building - \$25,000
Highwood Public Library – Accessibility Improvements - \$46,000
Highland Park Community Nursery – Accessibility Improvements - \$40,000
Clearbrook – Facility Improvements – Housing - \$134,000
Arden Shore – Facility Improvements – Housing - \$15,000
WINGS – Facility Improvements – Housing - \$11,500
City of North Chicago – Infrastructure Improvements - \$168,637

Black Chamber of Commerce of Lake County – Small Business Loans - \$14,400
City of Zion – 2771 Galilee Demolition - \$150,000

Public Services

Catholic Charities – Homelessness Prevention - \$140,000
North Suburban Legal Aid Clinic – Advocacy - \$20,000
Prairie State Legal Services – Advocacy - \$20,000
Northern Illinois Recovery Community Organization – Accessibility Improvements - \$25,000
Lake County Crisis Center - \$156,638
Northern Illinois Food Bank - \$5,000
PADS Lake County - \$6,000
CASA Lake County - \$6,000
Zacharias Center - \$5,000
A Safe Place - \$10,000
Antioch Area Healthcare Accessibility Alliance - \$15,809
Arden Shore - \$30,449
Center for Enriched Living - \$6,542
ElderCARE - \$25,000
Great Lakes Adaptive Sports Association - \$12,500
Mano a Mano - \$30,000
PADS Lake County - \$10,000
YouthBuild Lake County - \$36,500
Prairie State Legal Services – Fair Housing - \$45,700

A motion was made by Commissioner O'Connor, seconded by Commissioner Williams, to approve the Joint Resolution approving the 2020 - 2024 Housing and Community Development Consolidated Plan, including the PY2020 Annual Action Plan. The motion carried by the following vote:

Aye 12 - Commissioner Meehan, Chairman Rose, Commissioner Williams, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Cunningham, Commissioner Swartz, Commissioner Leonard, Commissioner McKinney, Commissioner Wilhoit and Commissioner O'Connor

Not Present 2 - Commissioner Henley and Commissioner Venturi

6.4 [20-0793](#)

Joint resolution authorizing 2020 Lake County Affordable Housing Program (LCAHP) grant awards.

Attachments: [PY20 Funding Recs LCAHP](#)

Presented by Brenda O'Connell, Continuum of Care Program Coordinator

The funding recommendations were are follows:

Catholic Charities – Rapid Rehousing - \$150,000

Community Partners for Affordable Housing (CPAH) - Rental Housing - \$81,000

CPAH – Support for Housing Assistance Programs - \$40,000

Community Development – Grant Administration - \$30,000

A motion was made by Commissioner Hewitt, seconded by Commissioner Swartz, to approve the Joint Resolution authorizing the 2020 Lake County Affordable Housing Program grant awards. The motion carried by the following vote:

Aye 12 - Commissioner Meehan, Chairman Rose, Commissioner Williams, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Cunningham, Commissioner Swartz, Commissioner Leonard, Commissioner McKinney, Commissioner Wilhoit and Commissioner O'Connor

Not Present 2 - Commissioner Henley and Commissioner Venturi

7. STAFF REPORTS

Brenda O'Connell presented an update on the COVID Housing Relief Program (CHRP), stating that a program model has been compiled, which includes greater integration with legal advocacy, coordination through ServicePoint and ease of access through the 211 system. Funding now includes additional Lake County Coronavirus Relief Funding of \$4 million for rental assistance and \$1 million for utilities. Implementation of the program is underway. She added that Community Development received approval and contracts from HUD on its Action Plan amendment for the Emergency Solutions Grant Coronavirus (ESG-CV) and Community Development Block Grant Coronavirus (CDBG-CV) funding. Additionally, she said that HUD has announced that Lake County will receive an additional \$1.5 million in ESG-CV2 funding, which is the final installment from the CARES Act.

8. ADJOURNMENT

A motion was made by Commissioner Cunningham, seconded by Commissioner McKinney, to adjourn the meeting at 5:15 p.m. The motion carried by the following vote:

Aye 12 - Commissioner Meehan, Chairman Rose, Commissioner Williams, Commissioner Clark, Vice-Chairman Pedersen, Commissioner Hewitt, Commissioner Cunningham, Commissioner Swartz, Commissioner Leonard, Commissioner McKinney, Commissioner Wilhoit and Commissioner O'Connor

Not Present 2 - Commissioner Henley and Commissioner Venturi