

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, October 14, 2020

2:30 PM

Via Zoom

<https://us02web.zoom.us/j/81956507000>

Meeting ID: 819 5650 7000

Via Phone (312) 626-6799

Housing and Community Development Commission
- Executive Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the August 21, 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 noon on Wednesday, October 14, 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 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 Pedersen called the meeting of the Housing & Community Development Commission (HCDC) Executive Committee to order at 2:31 p.m.

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

Present 5 - Janet Swartz, Ray Rose, Linda Pedersen, Jennifer Clark and Billy McKinney

Absent 2 - Steve Carlson and Sandy Hart

Excused 1 - Dan Venturi

2. APPROVAL OF MINUTES

2.1 [20-1406](#)

Approval of the September 9, 2020 Minutes

Attachments: [9.09.20 Draft Minutes](#)

A motion was made by Commissioner Rose, seconded by Commissioner Swartz, to approve the September 9, 2020 minutes. The motion carried by the following vote:

Aye 5 - Commissioner Swartz, Commissioner Rose, Chairman Pedersen, Commissioner Clark and Commissioner McKinney

Absent 2 - Ex-Officio Member Carlson and Ex-Officio Member Hart

3. CHAIR'S REMARKS

Chairman Pedersen had no remarks.

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 [20-1428](#)

Joint Resolution - Approval of the fourth amendment to the 2019 United States Housing and Urban Development (HUD) Annual Action Plan (AAP).

Attachments: [Homelessness ARC Memo September 2020](#)
[DRAFT 2019 AAP 4th Amendment](#)
[2020-10 Emergency Appropriation - Grants](#)

Presented by Brenda O'Connell, Acting Community Development Administrator

A motion was made by Commissioner McKinney, seconded by Commissioner

Clark, to approve the fourth amendment to the U.S. Department of Housing and Urban Development (HUD) Annual Action Plan (AAP). The motion carried by the following vote:

Aye 5 - Commissioner Swartz, Commissioner Rose, Chairman Pedersen,
Commissioner Clark and Commissioner McKinney

Absent 2 - Ex-Officio Member Carlson and Ex-Officio Member Hart

6.2 [20-1459](#)

Joint Resolution - Approval of the Second Amendment to the Program Year 2020 Annual Action Plan (AAP).

Attachments: [2020 AAP 2nd Amendment](#)

Presented by Brenda O'Connell, Acting Community Development Administrator

A motion was made by Commissioner Swartz, seconded by Commissioner McKinney, to approve the Second Amendment to the Program Year 2020 Annual Action Plan (AAP). The motion carried by the following vote:

Aye 5 - Commissioner Swartz, Commissioner Rose, Chairman Pedersen,
Commissioner Clark and Commissioner McKinney

Absent 2 - Ex-Officio Member Carlson and Ex-Officio Member Hart

6.3 [20-1467](#)

Approval of the 2019 Consolidated Annual Performance and Evaluation Report (CAPER)

Attachments: [2019 CAPER_DRAFT](#)

Presented by Brenda O'Connell, Acting Community Development Administrator; Dominic Strezo, Environmental Project Coordinator; Irene Marsh-Elmer, Housing Grant Administration Specialist; and Eric Tellez, Planner

A motion was made by Commissioner Clark, seconded by Commissioner McKinney, to approve the 2019 Consolidated Annual Performance and Evaluation Report (CAPER). The motion carried by the following vote:

Aye 5 - Commissioner Swartz, Commissioner Rose, Chairman Pedersen,
Commissioner Clark and Commissioner McKinney

Absent 2 - Ex-Officio Member Carlson and Ex-Officio Member Hart

6.4 [20-1287](#)

Approval of revisions to the Public Improvements Application for Program Year 2021

Attachments: [DRAFT PY2021 Public Improvements Application \(Clean\)](#)
[DRAFT PY2021 Public Improvements Application \(Redline\)](#)

Presented by Brenda O'Connell, Acting Community Development Administrator

A motion was made by Commissioner McKinney, seconded by Commissioner

Swartz, to approve the revisions to the Public Improvements Application for Program Year 2021. The motion carried by the following vote:

Aye 5 - Commissioner Swartz, Commissioner Rose, Chairman Pedersen,
Commissioner Clark and Commissioner McKinney

Absent 2 - Ex-Officio Member Carlson and Ex-Officio Member Hart

7. STAFF REPORTS

There were no staff reports.

8. ADJOURNMENT

A motion was made by Commissioner Rose, seconded by Commissioner McKinney, to adjourn the meeting at 3:19 p.m. The motion carried by the following vote:

Aye 5 - Commissioner Swartz, Commissioner Rose, Chairman Pedersen,
Commissioner Clark and Commissioner McKinney

Absent 2 - Ex-Officio Member Carlson and Ex-Officio Member Hart