

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, July 14, 2021

3:30 PM

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

<https://us02web.zoom.us/j/85346489972>

Meeting ID: 853 4648 9972 or Via phone (312) 626-6799

Housing and Community Development Commission

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 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

Pro tem Chairman Rose called the Housing and Community Development Commission (HCDC) Executive Committee meeting to order at 3:46 p.m.

Guest: Cassandra Torstenson of the Lake County Administrator's Office; Richard Koenig of Housing Opportunity Development Corporation; Claudia Mancera of Lake County Center for Independent Living; Kristin Paus of Lake County Center for Independent Living; Amanda Levinson of Arden Shore; Melissa Sanchez Fischer of State Senator Wilcox Office; Trisha Blythe of Youth Conservation Corps; Eddie Soto of Lake County Tech Hub and Business Incubator; Amanda Mullins of Lake County Center for Independent Living; Susan Perlman of Prairie State Legal Services

Staff: Brenda O'Connell, Eric Waggoner, Eric Tellez, Michele Slav, Pam Jeffries, Dominic Strezo, Penni Raphaelson, Laura Walley, and Joy Rice

Present 12 - Mary Cunningham, Billy McKinney, Gina Roberts, Janet Swartz, Julie Simpson, Laureen Wilhoit, Billy McKinney, Bethany Williams, Anne Flanigan Bassi, Michael Meehan, Ray Rose and Stephen Henley

Absent 8 - Carissa Casbon, Mary Dominiak, Sandy Hart, Angelo Kyle, Sharaka Leonard, Kathleen O'Connor, Linda Pedersen and Dan Venturi

2. APPROVAL OF MINUTES

2.1 21-1055

Approval of the June 9, 2021 minutes

Commissioner Cunningham abstained from voting as she was absent from the June 9, 2021 meeting.

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

Aye 11 - Commissioner McKinney, Commissioner Roberts, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Wilhoit, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi, Commissioner Meehan, Commissioner Rose and Commissioner Henley

Abstain 1 - Commissioner Cunningham

Absent 8 - Commissioner Casbon, Commissioner Dominiak, Ex-Officio Member Hart, Commissioner Kyle, Commissioner Leonard, Commissioner O'Connor, Vice Chair Pedersen and Commissioner Venturi

3. CHAIR'S REMARKS

There were no chair 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 [21-1038](#)

Presentation and Discussion - Program Year 2020 Consolidated Annual Performance Evaluation Report (CAPER)

Presented by Brenda O'Connell, Community Development Administrator

Community Development Administrator O'Connell presented on the PY 2020 accomplishments from Community Development Entitlement Grants. The report did not include additional funding from the CARES Act as that will be included in a future report. The presentation also included an overview of Lake County homeless services system data.

6.2 [21-1047](#)

PUBLIC HEARING - Program Year 2020 Consolidated Annual Performance Evaluation Report (CAPER)

Presented by Brenda O'Connell, Community Development Administrator

Motion: To open the Public Hearing at 4:27 p.m.

Motion Made By: Commissioner Roberts

Motion 2nd By: Commissioner Cunningham

Motion approved.

There were no public comments.

Motion: To close the Public Hearing at 4:29 p.m.

Motion Made By: Commissioner McKinney

Motion 2nd By: Commissioner Swartz

Motion approved.

6.3 [21-1039](#)

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

Chairman Rose asked if there were any questions on this item, to which there was no response. He then requested a motion for approval.

A motion was made by Commissioner Cunningham, seconded by Commissioner Williams, to approve the 2020 Consolidated Annual Performance and Evaluation Report (CAPER). The motion passed by the following vote:

Aye 12 - Commissioner Cunningham, Commissioner McKinney, Commissioner Roberts, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Wilhoit, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi, Commissioner Meehan, Commissioner Rose and Commissioner Henley

Absent 8 - Commissioner Casbon, Commissioner Dominiak, Ex-Officio Member Hart, Commissioner Kyle, Commissioner Leonard, Commissioner O'Connor, Vice Chair Pedersen and Commissioner Venturi

6.4 [21-1048](#)

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

A motion was made by Commissioner Meehan, seconded by Commissioner Roberts, to approve the commission action to initiate special application round for the acquisition and rehabilitation of disposed properties from the Lake County Housing Authority (LCHA). The motion carried by the following vote:

Aye 12 - Commissioner Cunningham, Commissioner McKinney, Commissioner Roberts, Commissioner Swartz, Ex-Officio Member Simpson, Commissioner Wilhoit, Commissioner McKinney, Commissioner Williams, Commissioner Flanigan Bassi, Commissioner Meehan, Commissioner Rose and Commissioner Henley

Absent 8 - Commissioner Casbon, Commissioner Dominiak, Ex-Officio Member Hart, Commissioner Kyle, Commissioner Leonard, Commissioner O'Connor, Vice Chair Pedersen and Commissioner Venturi

7. STAFF REPORTS

Brenda reported and increase of reports from Commissioners and members stating they hadn't received the agenda for the meeting. She advised that it may have been delivered to their spam inbox due to Lake County using the GovDelivery correspondence system and asked HCDC members and Commissioners to make sure Community Development staff has the correct email address and phone number on file for contact and delivery of future agendas and correspondence. Brenda also acknowledged the presence of Pam Jeffries at the meeting and introduced her as Community Development's new Grant Manager.

8. ADJOURNMENT

Chair Rose adjourned the meeting at 5:07 p.m.