

Pursuant to Executive Order 2020-15 signed by Governor Pritzker and guidance provided by legal counsel, the Lake County Housing Authority conducted this meeting by audio and video conferencing without a physical quorum present in the boardroom. Executive Order 2021-15, paragraphs 7 and 9 declare the entire State of Illinois as a disaster area per Section 4 of the Illinois EMA Act. Lake County Housing Authority has determined an in-person meeting is not practical or prudent at this time because of the declared disaster. Public access to this meeting was available as follows: Call: 1 312-626-6799 and Enter Meeting ID 893 2281 7211.

Consequently, the February 17, 2022, Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake was held as a teleconference via the Zoom platform. A public notice of the meeting and the opportunity for telephonic access by the public has been posted on LCHA's social media and website (www.lakecountyha.org).

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake, Illinois, was held February 17, 2022, via Zoom and at the Lake County Housing Authority Central Office, 33928 North US Highway 45, Grayslake, IL 60030.

(Commissioners participated in this Board Meeting via teleconference.)

Present: Kevin Considine, Vice Chair
John Idleburg, Commissioner
Susan Malter, Commissioner
Beverly Mull, Commissioner

Absent: Dr. H. Lee Jordan, Jr., Chair

LCHA Staff attending remotely:
Lorraine Hocker, Executive Director/CEO

LCHA Staff physically present at 33928 North US Highway 45, Grayslake, IL 60030.
Ofelia Navarro, Deputy Director
Chief Financial Officer Khadija Darr
Valerie Rogers, Executive Secretary

Posting of the notice of this meeting and agenda complied with the requirements of the Open Meetings Act (5 ILCS 120/2.02(a)). The notice and agenda were posted prior to 12:30 p.m. on Tuesday, February 15, 2022, at the principal office, 33928 North US Highway 45, Grayslake, IL 60030 and on the Agency's website, www.lakecountyha.org.

ROLL CALL

Noting that a quorum of Commissioners was present, Vice Chair Considine called the meeting to order at 12:34 p.m. Roll call was taken, and the following Commissioners were present: Idleburg, Malter, Mull, Considine. Absent: Jordan. Two (2) commissioner positions are vacant.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENT

Public comments were accepted by email at publiccomment@lakecountyha.org or by leaving a voice message at (847) 223-1170 ext. 2320. Comments received by 9:00 a.m. on February 17, 2022, are to be read at the appropriate time in the agenda.

On February 16, 2022, one public comment was received by email asking about the construction at Midlothian Manor in Lake Zurich. It was asked what work is being done and the plans for this property. LCHA replied by email on 2/17/22.

Vice Chair Considine opened the floor for public comment. There were no other Public Comments.

MINUTES – 1/20/22 REGULAR MEETING

After discussion, Commissioner Malter moved, seconded by Commissioner Mull to approve the Minutes of the January 20, 2022, Regular Meeting. The Board voted as follows: Ayes: Idleburg, Malter, Mull, Considine. Nays: Jordan. Absent and Not Voting: None. Motion Carries.

MINUTES – 1/20/22 EXECUTIVE SESSION-REVIEW OF AUDIO & WRITTEN MINUTES OF EXECUTIVE SESSIONS & PERSONNEL MATTERS

After discussion, Commissioner Mull moved, seconded by Commissioner Malter to approve the Minutes of the January 20, 2022, Executive Session-Review of Audio & Written Minutes of Executive Sessions & Personnel Matters. The Board voted as follows: Ayes: Idleburg, Malter, Mull, Considine. Nays: Jordan. Absent and Not Voting: None. Motion Carries.

FINANCE REPORT

The list of bills and financial report were submitted by Chief Financial Officer Khadija Darr. (See Exhibits 09, 10)

CFO Khadija Darr reported the agency, as a whole, is performing well. The Housing Choice Voucher Program (HCV) reserves is able to absorb any deficiencies. In Public Housing, costs are being monitored across all AMPs. In response to a question, CFO Darr stated there is nothing to be concerned about regarding the budget.

After discussion, Commissioner Malter moved, seconded by Commissioner Mull to approve the list of bills as presented. The Board voted as follows: Ayes: Idleburg, Malter, Mull, Considine. Nays: None. Absent and Not Voting: Jordan. Motion Carries.

REPORTS

The following reports for February 2022 were provided.

- Public Housing Zachary Stone, Director of Facilities
(Exhibit 01)
- Procurement..... Zachary Stone, Director of Facilities
(Exhibit 02)

Property Disposition.....	Derek Eovaldi, Property Disposition Coordinator (Exhibit 03)
Housing Choice Voucher, PBV ¹ , Portability & Collections	Jennifer Ferguson, Director of HCV & Compliance (Exhibit 04)
FSS ² , Housing Counseling, Mainstream Vouchers & FUP ³	Heidi Semenek, Director of FSS & Special Programs (Exhibit 05)
FOIA/OMA ⁴ , Travel-Training	Valerie Rogers, Executive Secretary/FOIA & OMA (Exhibit 06)

Other Matters

1. On 6/17/21 by Resolution 2021- 69, the Board approved investing in new laundry room equipment for all of our public housing senior buildings. Some major modifications needed to be accomplished in order for the first load of clothes to be processed. The new ADA compliant equipment supplied by Midwest Laundries does not operate with cash but with card readers requiring Wi-Fi capabilities. The coordination of contractors to remove the old equipment, connect Wi-Fi and install new equipment left residents with a gap of in-house laundry facilities.

The new equipment has been placed and is operational. By way of thanking senior building residents for their patience, LCHA announced laundry facility usage will be free from 2/4/22 through 3/4/22.

2. The Public Housing Property Managers happily notified residents of the senior buildings that their community rooms are open as of 2/11/22. Residents must wear a mask and comply with social distancing to utilize the community room space.
3. I am pleased to let you know that I had the opportunity to talk with a potential candidate for Commissioner of Lake County Housing Authority about the great work done by LCHA staff. He inquired about many aspects of the agency, but one thing you might find interesting as well: How long have our families been participating in the program?

The attached report pulled 2/10/22 shows 44% of Housing Choice Voucher recipients (1,370) and 58% of Public Housing recipients (379) have been on for less than 5 years. (See Exhibits 07, 08)

4. In response, ED/CEO Hocker discussed the wrap-around services for the Family Self-Sufficiency (FSS) Program participants, as well as all participants in LCHA programs when experiencing trouble such as eviction.

ED/CEO Hocker stated LCHA will intercede when Certification Specialists or Inspectors become aware of the need for services beyond our scope. The FSS team engages with the Program Coordination Committee (PCC) quarterly to share information. The PCC consists of social service agencies partnered in the MOU with the Lake County Workforce Development Board. The intent of

¹ Project-Based Vouchers

² Family Self-Sufficiency Program

³ Family Unification Program

⁴ Freedom of Information Act. Open Meetings Act.

the MOU is to carefully plan and coordinate services among all federally funded workforce development programs to achieve a level of integrated services best suited to the family.

NEW BUSINESS

Resolution 2022-20 Approval of Travel/Training Expenses for Executive Director and/or Commissioners

1. Lorraine Hocker: 1/9/22-1/13/22 PHADA Commissioners Conference, San Diego, CA

Commissioners and the Executive Director/CEO must complete and submit a Travel Authorization Form or an Expense Report Form to the Board for approval by a roll call vote at an open meeting.

After discussion, Commissioner Malter introduced the following Resolution:

RESOLUTION 2022-20

APPROVAL OF TRAVEL REPORT EXPENSES FOR COMMISSIONERS AND/OR EXECUTIVE DIRECTOR

WHEREAS, the Illinois General Assembly enacted Public Act 99-0604, known as the “Local Government Travel Expense Control Act”, which Act becomes effective on January 1, 2017; and

WHEREAS, pursuant to the Act, non-home rule units of local government are required to establish regulations with respect to allowable travel, meal and lodging expenses; and

WHEREAS, on 2/16/17 By Resolution 2017-54 the Board approved the policy governing the combined travel, meal, and lodging expenses for any one travel event, incurred by its employees and officers to be effective 3/2/17; and

WHEREAS, expenses for travel, meals and lodging of the Executive Director/Chief Executive Officer and any member of the Board of Commissioners of the Lake County Housing Authority may only be approved by roll call vote at an open meeting of the Board of Commissioners of the Lake County Housing Authority;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the County of Lake hereby grants approval of the Expense Reports as attached here for a member of the Board of Commissioners and/or for the Executive Director.

(See Exhibits 11, 12)

After discussion Commissioner Malter moved, seconded by Commissioner Idleburg to adopt Resolution 2022-20.

Roll Call Vote:

Ayes:Idleburg, Malter, Mull, Considine

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on February 17, 2022.

Resolution 2022-21 Reaffirming Approving of the Housing Authority's Submission of the MTW ACC Amendment to The Public Housing and Housing Choice Voucher ACCs and Authorizing The Executive Director to Execute Any Documents Required By The U.S. Department Of Housing and Urban Development (HUD) To Execute the MTW ACC Amendment to the PHA Annual Plan

By Resolution 2021-88 on 9/23/21, the Board approved submission of LCHA's application and MTW Plan to the expansion of HUD's Move to Work (MTW) Demonstration program.

LCHA is excited to have received a congratulatory email from HUD on being selected to 'Landlord Incentives Cohort' of the Moving To Work (MTW) Expansion. (See Exhibit 13)

In the 1/27/22 letter from General Deputy Assistant Secretary, Dominique Blom, she stated LCHA is joining a select group of industry leaders that have created innovative local housing programs to such an extent that their experience in the MTW Demonstration Program has led to positive changes in the entire affordable housing industry.

MTW flexibility will enhance LCHA's ability to develop relationships with landlords in more desirable areas and in turn help its voucher families to thrive, and thus to support the community. MTW flexibilities will help LCHA families to have access to housing options in communities of opportunity through the landlord initiative that will include landlord incentives.

The MTW Amendment to the Annual Contributions Contract (hereafter, MTW ACC Amendment), sets the terms of participation and details the requirements and covenants for your LCHA to follow, as described in the Selection Notice and the MTW Operations Notice.

The MTW ACC Amendment is the first document that must be signed and executed by both LCHA and HUD *before* we are able to use our funds flexibly or to implement MTW Activities.

After discussion, Commissioner Malter introduced the following Resolution:

RESOLUTION NO. 2022-21

**APPROVING THE HOUSING AUTHORITY'S SUBMISSION OF THE MTW ACC AMENDMENT TO THE PUBLIC HOUSING AND HOUSING CHOICE VOUCHER ACCs AND
AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ANY DOCUMENTS REQUIRED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) TO EXECUTE THE MTW ACC AMENDMENT TO THE PHA ANNUAL PLAN**

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has selected the Housing Authority of the County of Lake (LCHA), IL056 to participate in the Move to Work (MTW) Demonstration Expansion, to design and test new ways of providing housing assistance and services to low-income households; and

WHEREAS, to complete the Housing Authority of the County of Lake's entry into the MTW Demonstration Expansion program, LCHA must fully execute the MTW ACC Amendment to the Public Housing and Housing Choice Voucher Annual Contributions Contracts; and

WHEREAS, the draft MTW ACC Amendment was made available and shared with the Board of Commissioners on 2/17/2022 and the Board of Commissioners has examined and approved the same as to form and content;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the County of Lake as follows:

1. The Board of Commissioners approves the MTW ACC Amendment, and
2. The Board of Commissioners authorizes the Authority's Executive Director to sign and submit the MTW ACC Amendment to HUD.

(See Exhibits 14, 15)

After discussion Commissioner Malter moved, seconded by Commissioner Mull to adopt Resolution 2022-21.

Roll Call Vote:

Ayes:Idleburg, Malter, Mull, Considine

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on February 17, 2022.

Resolution 2022-22 Reaffirming Approval of Project Based Voucher Contract and Letter of Support For Community Partners For Affordable Housing's (CPAH) Application To The Illinois Housing Development Authority (IHDA) For Tax Credits For The Development Of Eve B. Lee Place, Libertyville

A resolution authorizing the Executive Director/CEO to award eight (8) Project-Based Vouchers to Community Partners for Affordable Housing's (CPAH) Eve B. Lee Place Project in Libertyville, IL.

LCHA is in support of Community Partners for Affordable Housing (CPAH) application for the development of Eve B. Lee Place, 32 senior independent living apartments and CPAH's office, located at 500 Peterson Road, Libertyville IL.

This development will be the regional hub for housing services, providing the following services: HUD-certified housing counseling, down payment assistance, affordable rental housing, rental assistance, affordable homeownership programs, home repair and accessibility programs, foreclosure prevention, financial counseling, and community land trust and inclusionary housing programs. CPAH is a primary source of well- needed housing services and affordable, accessible rental housing throughout Lake County.

Upon full compliance, LCHA can further support this development project by providing the requested eight (8) Project-Based Vouchers as per LCHA's Housing Choice Voucher Administrative Plan, 24 C.F.R. § 983.51 Project Based Voucher (PBV) Program.

After discussion, Commissioner Malter introduced the following Resolution:

RESOLUTION NO. 2022-22

**APPROVAL OF PROJECT BASED VOUCHER CONTRACT AND
LETTER OF SUPPORT FOR COMMUNITY PARTNERS FOR AFFORDABLE HOUSING'S
(CPAH) APPLICATION TO THE ILLINOIS HOUSING DEVELOPMENT AUTHORITY
(IHDA) FOR TAX CREDITS FOR THE DEVELOPMENT OF EVE B. LEE PLACE,
LIBERTYVILLE**

WHEREAS, the Lake County Housing Authority (LCHA) has identified the need to expand housing opportunities and supports the development of quality housing units for all residents of the community; and

WHEREAS, the Lake County Housing Authority (LCHA) was asked to support an application to the Illinois Housing Development Authority (IHDA) for Low-Income Housing Tax Credits to fund the development of quality housing in the community; and

WHEREAS, the U.S. Department of Housing and Urban Development authorizes the public housing agencies administering tenant-based rental assistance programs to assist specific units as promulgated in 24 CFR Part 983 Project Based Voucher (PBV) Program; and

WHEREAS, the PBV program has proven to be an essential tool in helping to ensure that affordable housing is available to voucher-eligible households; and

WHEREAS, Community Partners for Affordable Housing (CPAH) is a primary source of well-needed housing services and affordable, accessible rental housing throughout Lake County; and

WHEREAS, Lake County Housing Authority staff has reviewed a request for eight (8) Project-Based Vouchers (PBV) to be awarded to Community Partners for Affordable Housing (CPAH) in conjunction with the Eve B. Lee Place Project, Libertyville; and

WHEREAS, the property will be new construction of thirty-two (32) senior independent living apartments and CPAH's office, located at 500 Peterson Road, Libertyville IL;

WHEREAS, the Eve B. Lee Place project, by competitive process, has been awarded HOME Investment Partnership (HOME) and Lake County Affordable Housing Program (LCAHP) funds by the County of Lake; and

NOW, THEREFORE BE IT RESOLVED, by the Lake County Housing Authority that the Executive Director is hereby authorized to issue a conditional letter of support to Community Partners for Affordable Housing for the Eve B. Lee Place Project based on a competitive process; and

BE IT FURTHER RESOLVED, the Board of Commissioners hereby authorizes the Executive Director of LCHA to take all such action, to execute all such required documents, including an Agreement to Enter into Housing Assistance Payment Contract, and to make any required submissions with respect to the final award of the LCHA subsidy; and

BE IT FURTHER RESOLVED, this award is subject to final underwriting and review by LCHA, the satisfaction by the respondent of the respective program requirements, and any conditions identified in any LCHA notice of award; and

BE IT FURTHER RESOLVED, the Board of Commissioners hereby authorizes the Executive Director of LCHA to make any required submissions to HUD and any other agency with respect to the final award of the LCHA subsidies.

(See Exhibits 16, 17)

After discussion Commissioner Malter moved, seconded by Commissioner Idleburg to adopt Resolution 2022-22.

Roll Call Vote:

Ayes:Idleburg, Malter, Mull, Considine

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on February 17, 2022.

Commissioner Roundtable – Discussion

Commissioner Mull noted LCHA was recognized for their excellent work on the Moving To Work program. She is grateful to staff for their desire to be more effective in supporting low-income families. She stated that is the hallmark of what LCHA does. Commissioner Mull noted that other people recognize this is commendable. Thank you

Commissioner Malter was happy that community rooms are again open and of the offer of free laundry usage for seniors. ED/CEO Hocker ventured usage of the laundry facilities during the free period was normal.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Idleburg moved, seconded by Commissioner Mull to adjourn the meeting. The Board voted as follows: Ayes: Idleburg, Malter, Mull, Considine. Nays: None. Absent and Not Voting: Jordan. Motion Carries. Meeting adjourned at 12:56 p.m.

Kevin Considine
Vice Chair

Lorraine Hocker, Executive Director/CEO
Secretary/Treasurer