

Pursuant to Executive Order 2022-18 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 2022-18 declares 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: Zoom platform <https://us02web.zoom.us/j/89322817211> or Telephone 1 312-626-6799 and Enter Meeting ID 893 2281 7211.

Consequently, the September 15, 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 website (www.lakecountyha.org).

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake, Illinois, was held September 15, 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
Dr. Charles Nozicka, Commissioner

Absent: Beverly Mull, Commissioner
Dr. H. Lee Jordan, Jr., Chair

LCHA Staff physically present at 33928 North US Highway 45, Grayslake, IL 60030.
Lorraine Hocker, Executive Director/CEO
Ofelia Navarro, Deputy Director
Jaqueline Petritis, Accounting Manager
Elena Lara, Executive Secretary

Other Guest participated in this Board Meeting via teleconference.

Thuc-Nhi Dinh, Director of BDO
Aaron Harris, PHA Senior Consultant BDO
Brian Alten CPA Partner BDO Finance
Nicole Hannigan CPA Manager BDO Finance
Damien Kelly, CFO of Joliet Housing Authority
Asia Dzierzynski, Senior Accountant of Joliet Housing Authority
LaShaundra Barnes, Guest
Unknown Caller

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, September 13, 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, Nozicka, Considine. Absent: Jordan & Mull. One (1) commissioner position is 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 September 15, 2022, are to be read at the appropriate time in the agenda.

On 09/06/22 one public comment was received in an email.

LaShaundra Barnes is following up on her previous public comment, regarding unsafe and unsanitary rentals and the poor inspections. What are some changes we will implement to resolve these issues?

Response: ED/CEO Lorraine Hocker contacted Ms. Barnes and reviewed HCV procedures.
Housing Quality Standards (HQS)

The objective of the Housing Choice Voucher (HCV) Program is to assist low-income families in leasing decent, safe, and sanitary housing at an affordable cost. The Department of Housing and Urban Development (HUD), as authorized by law, developed Housing Quality Standards (HQS) that establish the minimum requirements housing must meet before assistance is provided under the HCV Program. These standards represent the minimum requirements for determining that the housing is safe and sanitary. The Lake County Housing Authority (LCHA) is responsible for ensuring that each unit occupied by an HCV Program participant meets the HQS.

(See Brochure “A Great Place To Live” and HUD Inspection Form HUD-52580A)

Lorraine Hocker explained she went out to Ms. Barnes residence to inspect that all outstanding matters were addressed which they were. We are also training current inspectors to do QC inspections.

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

MINUTES – 08/18/22 REGULAR MEETING

After discussion, Commissioner Malter moved, seconded by Commissioner Idleburg to approve the Minutes of the August 18, 2022, Regular Board Meeting. The Board voted as follows: Ayes: Idleburg, Malter, Nozicka, Considine, Nays: None. Absent and Not Voting: Mull, Jordan. Motion Carries.

FINANCE REPORT AND APPROVAL OF BILLS

Manager of Accounting Jackie Petritis provided a financial report. The list of bills for September 2022 was also provided. (See Exhibits 09, 10)

Thuc-Nhi Dinh, Director of BDO PHA Finance relayed the following summary for July 2022:

- As of July, LCHA is in a healthy position regarding cash flow and reserves.
- Updates in operations that need to happen are:
 - Allocation of salaries to be in line with the budget the change will be made in time for the next board meeting.
 - Capital funds will be drawn down on 09/30/22 on the HUD website
- Audit is still in process, the auditor asked for more documentation that was provided to them. There has been no response from the auditor to when the 2021 audit will be complete.
- Budget for 2023 has been completed by BDO, and its ready for approval.
- A new HAB report was previewed for future use.

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

REPORTS

The following reports for August 2022 are provided. See Department Reports for the Exhibits.

Public Housing	Zachary Stone, Director of Facilities
Maintenance, Procurement	(Exhibit 01)
Procurement.....	Norma Carlon,
	Manager of Capital Improvements & Procurement
	(Exhibit 02)
Property Disposition	Derek Eovaldi, Property Disposition Coordinator
	(Exhibit 03)
Housing Choice Voucher, PBV ¹ ,	Jennifer Ferguson, Director of HCV & Compliance
Portability & Collections	(Exhibit 04)
FSS ² ,	Heidi Semenek, Director of FSS & Special Programs
Mainstream Vouchers & FUP ³	(Exhibit 05)
Housing Counseling and FERA ⁴	Elizabeth Werning Manager of Housing Counseling &
	Ofelia Navarro, Deputy Director (Exhibit 06)
Human Resources.....	Quieshala Little,
	Human Resources/Operations Director
	(Exhibit 07)
FOIA/OMA ⁵ , Travel-Training	Elena Lara, Executive Secretary/FOIA & OMA
	(Exhibit 08)

¹ Project-Based Vouchers

² Family Self-Sufficiency Program

³ Family Unification Program

⁴ Federal Emergency Rental Assistance

⁵ Freedom of Information Act. Open Meetings Act.

Other Matters

1. By Executive Order 2022-18 signed 08/19/22, Governor Pritzker extended the State's COVID-19 Disaster Declaration over all counties in Illinois for another 30 days (expiring 9/17/22). Accordingly, the Board of Commissioners Meeting on 9/15/22 was a virtual meeting through Zoom.

2. **LCHA Community Resource & Back to School Fair, Saturday August 20, 2022**

LCHA hosted its first annual Community Resource Fair on Saturday August 20, 2022. About 15 LCHA staff members volunteered along with 8 LCHA staff's children. Along with donations from the community, community resources and LCHA staff volunteers, LCHA was able to donate almost 200 backpacks, full of school supplies. LCHA staff members grilled hotdogs and hamburgers, set up a popcorn machine and a photo booth in our community room. We also had an arts and crafts table, free haircuts for kids, health care screening registrations, DJ, and a dunk tank! The LCHA Team raised \$831 in cash and gift cards that were used towards this event. We had 95 adult's check in to the event with families ranging from 1 – 4 children per family who attended the event.

Lake County Community Agencies who attended and provided resources to the community included:

- Warren Public Library
- Office of Veteran Affairs
- Equal Hope
- Boys and Girls Club
- Multi Family Energy Savings
- Big Brothers Big Sisters
- Lake County Sherriff's Department
- Grayslake Fire Department
- Prairie State Legal Services
- PADS Lake County
- Habitat for Humanity
- ElderCARE Lake County
- Congressman Brad Schneider
- Lake County Health Department
- Family Services of Lake County
- Nicasa
- Federal Health Care Center
- Consumer Credit Counselors Illinois
- Connect Waukegan
- Comed
- Job Center of Lake County
- LCHA Housing Counseling

Lake County Community Agencies who donated but were not able to attend. However, their donations allowed our LCHA staff to purchase 120 backpacks filled with school supplies and lunch for all attendees! United Way Lake County also donated 40 backpacks filled with school supplies. Doners included:

- Various LCHA staff members
- Ceramics for You Gurnee
- Dental Care Round Lake
- Timothy Rufner
- Anonymous
- Cheska DDs
- Avery DDs
- Eric Riegner, CEO Webit
- Mod Pizza Gurnee
- Jilda Nino
- Mr. Pita
- Gurnee Nails & Spa
- Maribel Rodriguez
- Nahadra Food
- Lux Nails
- Laretta's Italian Bake Shop and Café

4. Lake County Housing Authority expressed an interest to Lake County, IL to partner in the Lake County Rental Assistance Program (LCRA) and the Lake County Eviction Prevention Program (LCEPP). As an LCRA partner/provider, we have the potential to be awarded \$2,000,000. At this time, we are limiting the

number of LCEPP partners and LCHA has not been selected as a LCEPP provider. A training to assist with the application process will be done by this month's end.

Lake County Rental Assistance (LCRA) Program will offer up to 6 months of assistance with rent.

- If assisting with arrears, agencies may assist with up to 6 months at one time
 - If assisting with forward rent, agencies may assist with up to 3 months at one time
- Lake County Eviction Prevention Program (LCEPP) Program will offer up to 12 months of assistance with rent.
- If assisting with arrears, agencies may assist with up to 12 months at one time
 - If assisting with forward rent, agencies may assist with up to 3 months of assistance at one time

Applications for LCRA will go live on Tuesday, October 11th and will be open through Tuesday, November 15th.

Lorraine Hocker shared:

- Payment standards are ready to be approved to be implemented January 1, 2023
- Fair Market Rent went up extremely high by 9.5% usual increase is 4%
- LCHA dropped most municipalities by 110% regarding payment standards.
- Utility allowances are ready to be approved to be implemented in November 2022 or during their recertification.
- We are currently working on the disposition of 7 properties they are currently in HODC (Housing Opportunity Development Corporation). They are finalizing details to proceed with the disposition of the properties.

A request for more client specific narrative in our counseling report?
LCHA representative answered yes absolutely.

NEW BUSINESS

Resolution 2022-45 Approval of Travel/Training Expenses for Executive Director and/or Commissioners

1. Lorraine Hocker, Executive Director/CEO, 08/15/22-08/16/22
Illinois NAHRO 2022 Illinois NAHRO Conference, East Peoria, IL
2. Susan Malter, Commissioner, 08/15/22-08/16/22
Illinois NAHRO 2022 Illinois NAHRO Conference, East Peoria, IL
3. Dr. Charles Nozicka, Commissioner, 08/15/22-08/16/22
Illinois NAHRO 2022 Illinois NAHRO Conference, East Peoria, IL

Pursuant to Public Act 099-0604, The Local Government Travel Expense Control Act, Commissioners, and the Executive Director/CEO must 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 Nozicka introduced the following Resolution:

RESOLUTION 2022-45

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, 12,13,14)

After discussion Commissioner Nozicka moved, seconded by Commissioner Malter to adopt Resolution 2022-45.

Roll Call Vote:

Ayes:Idleburg, Malter, Nozicka, Considine,

Nays:None

Absent:Mull, Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 15, 2022.

Resolution 2022-46 Adopting New Tenant Paid Utility Allowance Schedule

24 CFR § 982.517 - Utility Allowance Schedule

(a) Maintaining schedule.

(1) The PHA must maintain a utility allowance schedule for all tenant-paid utilities (except telephone), for cost of tenant-supplied refrigerators and ranges, and for other tenant-paid housing services (e.g., trash collection (disposal of waste and refuse)).

(c) Revisions of utility allowance schedule.

(1) A PHA must review its schedule of utility allowances each year and must revise its allowance for a utility category if there has been a change of 10 percent or more in the utility rate since the last time the utility allowance schedule was revised. The PHA must maintain information supporting its annual review of utility allowances and any revisions made in its utility allowance schedule.

A Utility Allowance survey was completed by The Nelrod Company. The documents they provided along with information from the utility companies support some changes to the current rates. The data provided

supports there has been a change of 10% or more in the utility rates of gas, electric and water since the last revision and the utilities affected by change have been updated per CFR 982.517.

RESOLUTION 2022-46

ADOPTING NEW TENANT PAID UTILITY ALLOWANCE SCHEDULE

WHEREAS, the Authority is required to assess the adequacy of its tenant paid utility allowance schedule annually; and

WHEREAS, the assessment has been completed and a finding made that there was an increase in gas of 94%; an increase in water by 18%; and an increase in electric by 31% and changes are warranted. The increase in changes in all other utilities were under the 10% threshold and do not require changes;

NOW, THEREFORE, BE IT RESOLVED that the attached tenant paid utility allowance schedule be approved for the Housing Choice Voucher Program effective January 1, 2023, for annual certifications and November 1, 2022, for new contracts; and

BE IT FURTHER RESOLVED that the new schedule shall also be approved for the Low Rent Program effective January 1, 2023, subject to the receipt and consideration of resident comment period.

(See Exhibits 15, 16)

After discussion Commissioner Malte moved, seconded by Commissioner Nozicka to adopt Resolution 2022-46.

Roll Call Vote:

Ayes:Idleburg, Malter, Nozicka, Considine,

Nays:None

Absent:Mull, Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 15, 2022.

Resolution 2022-47 Adopting Flat Rents

The 1998 Quality Housing Work Responsibility Act (QHWRA) requires public housing agencies (PHAs) to offer the option of a flat rent (as opposed to an income-based rent) to residents of public housing.

PHAs must establish a flat rent for each public housing unit that is no less than 80 percent of the applicable HUD published Fair Market Rent (FMR). Unlike income-based rent, flat rate rent does not fluctuate with changes in household income or size but will increase or decrease with the annual change in the FMR.

The majority of the FMRs increased and LCHA has amended the schedule as shown in the resolution. (Resolution 2022-47, Exhibit 17)

After discussion, Commissioner Malter introduced the following Resolution:

RESOLUTION 2022 - 47

ADOPTING A FLAT RENT SCHEDULE – PUBLIC HOUSING

WHEREAS, annually the Authority reviews the flat rent option for the Low Rent Public Housing program; and

WHEREAS, it is appropriate to revise the current flat rents in accordance with procedures adopted in 1999; and in accordance with PIH Notice 2015-13 stipulating when the existing flat rent amount is less than 80 percent of published FMR, PHAs must revise their flat rents to no less than 80 percent of the FMR;

NOW THEREFORE BE IT RESOLVED that the flat rents hereto contained be adopted; and

BE IT FURTHER RESOLVED that these flat rents shall become effective with new leases and renewals beginning January 1, 2023.

Small Area FLAT Rents By Unit Bedroom Size Effective 1-01-23					
ZIP Code	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
60002		\$896	\$1024	\$1296	\$1544
60010			\$1696	\$2152	
60030		\$1112	\$1280	\$1624	\$1928
60031		\$1096	\$1256	\$1592	
60041				\$1336	
60042				\$1784	
60044				\$1744	\$2072
60046				\$1584	
60047				\$2064	\$2448
60051				\$1656	
60060			\$1360	\$1728	\$2048
60069				\$2192	\$2608
60073		\$1128	\$1296	\$1648	
60074				\$1520	
60083				\$2080	
60084		\$992		\$1440	\$1712
60087				\$1336	\$1592
60099	\$864	\$936	\$1072	\$1360	\$1616

(See Exhibit 17)

After discussion Commissioner Malter moved, seconded by Commissioner Idleburg to adopt Resolution 2022-47.

Roll Call Vote:

Ayes:Idleburg, Malter, Nozicka, Considine,
Nays:None
Absent:Mull, Jordan
Abstain:None
Motion:Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 15, 2022.

Resolution 2022-48 Adopting Payment Standards-Housing Choice Voucher Program

Payment standards are used to calculate the housing assistance payment (HAP) that the PHA pays to the owner on behalf of the HCV family leasing the unit. Each PHA has latitude in establishing its schedule of payment standard amounts by bedroom size. The range of possible payment standard amounts is based on HUD's published fair market rent (FMR) schedule for the FMR area in which the PHA has jurisdiction. Small Area FMRs are based on Zip Codes and rents charged for standard rental housing in the FMR area. A PHA may set its payment standard amounts from 90% to 110% of the published FMRs and may set them higher or lower with HUD approval.

The majority of the FMRs increased and LCHA has amended the schedule as shown in the resolution.

After discussion, Commissioner Malter introduced the following Resolution:

RESOLUTION NO. 2022 - 48

SETTING HOUSING CHOICE VOUCHER PAYMENT STANDARDS

WHEREAS, HUD has published both Fair Market Rents (FMRs) and Small Area FMRs for Fiscal Year 2023; and

WHEREAS, the Authority must use the Small Area FMRs; and

WHEREAS, the Authority is required to set the Housing Choice Voucher Payment Standards between 90% and 110% of the published Fair Market Rent; and

WHEREAS, Payment Standards are set within this range of the published FMRs to strike a balance between funding limits and improving voucher utilization; and

WHEREAS, the Authority is committed to sustaining opportunity areas to our clients by using the Small Area FMRs that are zip code specific;

NOW, THEREFORE BE IT RESOLVED that Payment Standards be set as indicated below; and

BE IT FURTHER RESOLVED that these changes in the Payment Standards be made effective with January 1, 2023, annual certifications and November 1, 2022, for new contracts.

PROPOSED VOUCHER PAYMENT STANDARDS

Zip	0	1BR	2 BR	3BR	4BR	5 BR
60002	930	1067	1155	1460	1740	1200
60010	1540	1665	1910	2425	2880	3315
60011	1285	1395	1605	2035	2420	2780
60013	1120	1230	1430	1820	2160	2484
60015	1570	1695	1945	2470	2935	3375
60020	940	1010	1165	1496	1755	2020
60021	1055	1135	1305	1660	1975	2270
60030	1165	1255	1440	1830	2170	2495
60031	1135	1235	1415	1795	2135	2455
60035	1570	1695	1945	2470	2935	3375
60040	1165	1255	1440	1830	2170	2495
60041	955	1058	1200	1520	1820	2093
60042	1280	1380	1585	2010	2385	2745
60044	1245	1360	1580	2010	2390	2749
60045	1570	1695	1945	2470	2935	3375
60046	1125	1225	1405	1785	2120	2438
Zip	0	1BR	2 BR	3BR	4BR	5 BR
60047	1470	1595	1830	2325	2755	3170
60048	1270	1380	1575	2000	2380	2735
60050	1110	1200	1380	1750	2080	2395
60051	1180	1280	1470	1865	2215	2550
60060	1235	1335	1530	2160	2560	2700
60061	1390	1505	1720	2180	2595	2985
60064	875	945	1090	1390	1650	1895
60069	1570	1695	1945	2470	2935	3375
60073	1170	1270	1460	1855	2200	2530
60074	1090	1180	1350	1710	2035	2340
60081	1220	1370	1590	2020	2410	2772
60083	1485	1615	1870	2380	2830	3255
60084	1030	1120	1300	1700	2000	2300
60085	910	990	1135	1440	1710	1970

60087	955	1035	1190	1510	1800	2070
60089	1470	1595	1830	2325	2755	3170
60096	1010	1140	1320	1680	2000	2300
60099	975	1055	1210	1700	1825	2100

(See Exhibit 18, 19)

After discussion Commissioner Malter moved, seconded by Commissioner Idleburg to adopt Resolution 2022-48.

Roll Call Vote:

Ayes:Idleburg, Malter, Nozicka, Considine,
Nays:None
Absent:Mull, Jordan
Abstain:None
Motion:Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 15, 2022.

Resolution 2022-49 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.

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.

The Board approved this MTW Amendment by Resolution 2022-21 on February 17,2022. Unfortunately, HUD’s approval process wasn’t completed until August 2022. Therefore, we are seeking the Board’s reaffirmation of the Amendment to resubmit.

After discussion, Commissioner Malter introduced the following Resolution:

RESOLUTION NO. 2022-49

APPROVING THE HOUSING AUTHORITY’S SUBMISSION OF THE MTW ACC AMENDMENT TO THE PUBLIC HOUSING AND HOUSING CHOICE VOUCHER ACCs AND

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 9/15/2022 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 20, 21, 22)

After discussion Commissioner Malter moved, seconded by Commissioner Idleburg to adopt Resolution 2022-49.

Roll Call Vote:

Ayes:Idleburg, Malter, Nozicka, Considine,
Nays:None
Absent:Mull, Jordan
Abstain:None
Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 15, 2022.

Resolution 2022-50 Authorization for FY 2022 Collection Losses – Public Housing

Bi-annually, it is the policy of the Lake County Housing Authority to write-off all uncollectible accounts upon board approval insofar as the fiscal operating budget permits. The accounts that have been prepared to be written off are inclusive of the Housing Choice Voucher Program, Managed Properties, as well as the Public Housing entities. We ask that the Board of Commissioners please review and approve the FY 2022 collection losses by means of resolution.

After discussion, Commissioner Malter introduced the following Resolution:

RESOLUTION NO. 2022-50

**RESOLUTION AUTHORIZING THE WRITE-OFF
 OF PUBLIC HOUSING COLLECTION LOSSES FOR THE PERIOD
 BEGINNING JANUARY 1, 2022 AND ENDING JUNE 30, 2022**

WHEREAS, the Housing Authority of the County of Lake has determined that it has exerted all efforts to collect monies owed from former residents; and

WHEREAS, the regulations of the U.S. Department of Housing and Urban Development allows a housing authority to write off any and all monies owed that cannot be collected;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the County of Lake approves the write-off of rents, utilities, repair charges, court costs and late fees owed as per the listing of delinquent accounts shown in the amount of \$24,1003.71 for the period beginning January 1, 2022, and Ending June 30, 2022.

<u>Account #</u>	<u>Amount</u>	<u>Amp</u>	
0490-10	\$415.71	2	
0466-5	\$3,358.93	2	
0191-9	\$574.98	3	
0240-5	\$3,140.81	3	
0265-8	\$101.88	3	deceased
0224-10	\$853.84	3	deceased
0530-4	\$7,049.92	4	
0540-3	\$8,607.64	4	
0015-3	\$4,007.05	Rentals	
	\$24,103.71		

(See Exhibit 23)

After discussion Commissioner Malter moved, seconded by Commissioner Idleburg to adopt Resolution 2022-50.

Roll Call Vote:

Ayes:Idleburg, Malter, Nozicka, Considine,

Nays:None

Absent:Mull, Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 15, 2022.

Resolution 2022-51 Authorization for FY 2022 Collection Losses – Housing Choice Voucher

Bi-annually, it is the policy of the Lake County Housing Authority to write-off all uncollectible accounts upon board approval insofar as the fiscal operating budget permits. The accounts that have been prepared to be written off are inclusive of the Housing Choice Voucher Program, Managed Properties, as well as the Public Housing entities. We ask that the Board of Commissioners please review and approve the FY 2022 collection losses by means of resolution.

After discussion, Commissioner Malter introduced the following Resolution:

RESOLUTION NO. 2022-51

**AUTHORIZATION FOR SEMI-ANNUAL FY 2022/SEPTEMBER
COLLECTION LOSSES – HOUSING CHOICE VOUCHER**

WHEREAS, the policy of the Housing Authority of the County of Lake, Illinois is to write-off accounts of tenants that have been terminated from the program or the former tenant’s location is unknown;

NOW, THEREFORE, BE IT RESOLVED that the following tenant accounts are to be transferred to the allowance for doubtful accounts and sent to the Authority’s collection company.

<u>Account #</u>	<u>Amount</u>	<u>Program</u>
0952-1	\$1,256.00	HCV
117-1	\$1,201.00	HCV
12712-1	\$2,250.00	HCV
60006-1	\$545.00	HCV
9027-1	\$2,986.00	HCV
0745-2	\$2,711.00	HCV
0449-2	\$258.00	HCV
1919-12	\$1,320.00	HCV
	\$12,527.00	

(See Exhibit 24)

After discussion Commissioner Malter moved, seconded by Commissioner Idleburg to adopt Resolution 2022-51.

Roll Call Vote:

Ayes:Idleburg, Malter, Nozicka, Considine,

Nays:None

Absent:Mull, Jordan

Abstain:None

Motion:Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 15, 2022.

Resolution 2022-52 Approval of FY 2023 Agency Operating Budget

In a manner as prescribed by HUD, the budget for the forthcoming fiscal year is prepared based on foreseen, predicated, fiscal activity. We ask that the Board of Commissioners please review and approve the FY 2023 Projected Budget by means of resolution.

After discussion, Commissioner Idleburg introduced the following Resolution:

RESOLUTION NO. 2022-52

APPROVAL OF FY 2023 OPERATING BUDGET

WHEREAS, the regulations of the U.S. Department of Housing and Urban Development require the Commissioners of the Public Housing Agency to approve the Operating Budgets; and

WHEREAS, the Commissioners of the Lake County Housing Authority have reviewed the Operating Budget and do find:

- 1) That the proposed expenditures are necessary for the efficient and economical operation of the programs for the purpose of serving low-income families.
- 2) That the financial plan is reasonable in that: (a) It includes sources of funding adequate to cover all proposed expenditures, and (b) It does not provide for use of Federal funding in excess of that payable under the provisions of the Annual Contributions Contract;
- 3) That all proposed rental charges and expenditures will be consistent with the provisions of law and the Annual Contributions Contract; and

WHEREAS, The Board of Commissioners of the Lake County Housing Authority hereby certify that the Lake County Housing Authority is in compliance with the Annual Contributions Contract which requires the Housing Authority to, at least once per year, re-examine the income of families receiving assistance; and

WHEREAS, The Board of Commissioners of the Lake County Housing Authority hereby certify that the Lake County Housing Authority is in compliance with the requirement of the Annual Contributions Contract, and that rents and utility allowance calculations have been or will be, adjusted in accordance with current HUD requirements and regulations;

NOW THEREFORE, BE IT RESOLVED that the Fiscal Year 2023 Operating Budget, copies of such budgets attached hereto, are hereby approved by the Board of Commissioners of the Lake County Housing Authority; and

BE IT FURTHER RESOLVED, staff is authorized to execute and submit the necessary documents to HUD's Financial Management Center.

(See Exhibit 25, 26, 27)

After discussion Commissioner Idleburg moved, seconded by Commissioner Malter to adopt Resolution 2022-52.

Roll Call Vote:

Ayes:Idleburg, Malter, Nozicka, Considine,

Nays:None

Absent:Mull, Jordan

Abstain:None

Motion:Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 15, 2022.

Resolution 2022-53 Approval of Intergovernmental Agreement (IGA) Between Lake County, Illinois and Lake County Housing Authority for The Completion of Environmental Reviews

There have been extensive negotiations between LCHA and Lake County since 2015 concerning the above-described IGA. As part of the annual PHA plan process, HUD requires the Lake County Housing Authority to submit a Request for Release of Funds and Certification (RROF). It must include a detailed accounting of the Capital Fund Budget expenditures and all environmental documents (i.e., environmental reviews). An environmental review is a process of reviewing a project and its potential environmental impacts to determine whether it meets federal, state, and local environmental standards.

Under 24 CFR Part 58, the term “responsible entity” (RE) means the grantee receiving CDBG assistance. The responsible entity **must complete the environmental review process**. The RE is responsible for ensuring compliance with NEPA and the Federal laws and authorities have been achieved, for issuing the public notification, for submitting the request for release of funds and certification, when required, and for ensuring the Environmental Review Record (ERR) is complete.

Lake County previously acted as our Responsible Entity and Certifying Officer for the RROF. They provided the environmental reviews at no cost. Lake County is now implementing a fee for service for the reviews and therefore a draft IGA between our agencies was constructed. LCHA has followed Lake County’s review process for the pending RROF. Once the Responsible Entity (Lake County) has conducted the review and given approval, we will submit all final documents to HUD.

After discussion, Commissioner Malter introduced the following Resolution:

RESOLUTION NO. 2022-53

**APPROVAL OF INTERGOVERNMENTAL AGREEMENT (IGA)
BETWEEN LAKE COUNTY, ILLINOIS AND LAKE COUNTY HOUSING AUTHORITY
FOR THE COMPLETION OF ENVIRONMENTAL REVIEWS**

WHEREAS, Lake County, IL has for decades received annual formula funds from the U.S. Department of Housing and Urban Development (HUD) and thus has an established relationship with HUD; and

WHEREAS, Lake County, IL is the Responsible Entity designated by HUD under 24 CFR Part 58 to prepare environmental reviews and certifications on the Lake County Housing Authority’s (LCHA) HUD funded projects; and

WHEREAS, staff of Lake County Planning Department has performed the environmental review obligations by preparing all necessary documentation needed in the environmental review record for all

activities on LCHA projects and any accompanying documents necessary for submission to HUD including some requiring signature by the Mayor; and

WHEREAS, HUD has requested all public housing authorities enter into Intergovernmental Agreements (IGAs) with the Responsible Entities to outline roles and responsibilities of the agencies to ensure compliance with 24 CFR part 58.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Lake County Housing Authority affirms the Executive Director's authorization to enter into an Intergovernmental Agreement with Lake County, IL in substantially the form attached hereto on the terms and conditions set forth within the IGA provided; and

BE IT FURTHER RESOLVED that the Executive Director may, in her discretion, make such changes to the form of the Intergovernmental Agreement attached as she deems necessary and in the best interest of LCHA and to execute any such documents and to take such further actions that are necessary to facilitate the intent of this Resolution.

(See Exhibits 28, 29)

After discussion Commissioner Malter moved, seconded by Commissioner Idleburg to adopt Resolution 2022-53.

Roll Call Vote:

Ayes:Idleburg, Malter, Nozicka, Considine,

Nays:None

Absent:Mull, Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 15, 2022.

Resolution 2022-54 Authorization to Submit the Section 18 Disposition Application and Execute Sales Contracts for Five (5) Properties in the Communities of Antioch, Beach Park, Grayslake and Island Lake - AMPs 4 & 5

LCHA continues to reposition its Public Housing portfolio, specifically its Scattered Sites. As such, LCHA is proposing to sell single-family properties in Antioch, Beach Park, Grayslake and Island Lake - AMPs 4 & 5.

Section 18 of the United States Housing Act of 1937 (USHA) provides that public housing agencies (PHAs) may demolish or dispose of public housing with approval from the Department of Housing and Urban Development (HUD).

LCHA is in the process of consulting with the residents and local governmental officials regarding the disposition of this property. The properties with current Public Housing tenants will be offered alternative housing. LCHA fully intends to comply with the relocation provisions of Section 18.

After discussion, Commissioner Malter introduced the following Resolution:

RESOLUTION 2022 - 54

AUTHORIZATION TO SUBMIT THE SECTION 18 DISPOSITION APPLICATION AND EXECUTE SALES CONTRACTS FOR FIVE (5) PROPERTIES IN THE COMMUNITIES OF ANTIOCH, BEACH PARK, GRAYSLAKE AND ISLAND LAKE - AMPS 4 & 5

WHEREAS, the Lake County Housing Authority (LCHA) owns Five (5) single-family residential properties in the communities of Antioch, Beach Park, Grayslake and Island Lake; and

WHEREAS, LCHA desires to sell the properties to the general public and/or non-profit instrumentalities as it aligns with the PHA's goals and Public Housing reposition strategy; and

WHEREAS, as directed by HUD, LCHA conducted a meeting with the Resident Advisory Board and received letters of support from the officials of the correlating local governmental bodies; and

WHEREAS, in order to obtain the approval of U.S. Department of Housing and Urban Development (HUD), pursuant to Section 18 of the 1937 Housing Act, 24 CFR part 970 and PIH Notice 2018-04 LCHA needs to submit a disposition application to the Special Applications Center (SAC) office at HUD;

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the County of Lake Approves and Authorizes the Submission of the Section 18 Disposition Applications for the properties listed above to the U.S. Department of Housing and Urban Development; and

BE IT FURTHER RESOLVED, the LCHA Executive Director is authorized to execute the final form of the agreements and any supporting HUD documents to facilitate the sale of the properties above; and

BE IT FURTHER RESOLVED, if the Section 18 applications are accepted and approved by HUD, the Executive Director/CEO is authorized to execute applicable contract sales agreements and take all actions necessary to dispose of the properties shown above without further deliberation or action by the Board of Commissioners of Lake County, IL.

(See Exhibit 30)

After discussion Commissioner Malter moved, seconded by Commissioner Idleburg to adopt Resolution 2022-54.

Roll Call Vote:

Ayes:Idleburg, Malter, Nozicka, Considine,

Nays:None

Absent:Mull, Jordan

Abstain:None

Motion:Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 15, 2022.

Commissioner Roundtable – Discussion

Question if we were short a resident commissioner?

Answer: Yes, we are, we are in the process of responding to potential candidate. We will be interviewing them for the position.

Lorraine Hocker- Resolution 2022-53 intergovernmental agreement (IGA) between lake county, Illinois, and lake county housing authority for the completion of environmental reviews was 6 years in the making.

Commissioner Malter asked if there are any opportunities coming up to invite the various US Representatives of Congress, please make us aware of it?

Lorraine Hocker: We will, we also had a couple US Representatives at our back-to-school event.

There being no further business to come before the Board, Commissioner Malter moved, seconded by Commissioner Nozicka to adjourn the meeting. The Board voted as follows: Ayes: Idleburg, Malter, Nozicka, Considine. Nays: None. Absent and Not Voting: Mull & Jordan Motion Carries. Meeting adjourned at 1:02 p.m.

Dr. H. Lee Jordan Jr.
Chair Board of Commissioners
Lake County Housing Authority

Lorraine Hocker, Executive Director/CEO