

**Lake County Housing Authority
Board of Commissioners**

**Minutes of the Regular Meeting
September 28, 2023**

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake was held September 28, 2023, at the Lake County Housing Authority, 33928 N. U.S. Highway 45, IL 60030.

Present: (Physically present unless otherwise noted)
LaShaundra Barnes, Commissioner
Kevin Considine, Vice Chairman
John Idleburg, Commissioner
Beverly Stackhouse, Commissioner
Dr. Charles Nozicka, Commissioner (virtual)

Absent: Dr. H. Lee Jordan, Jr., Chairman
Susan Malter, Commissioner

LCHA Staff: Lorraine Hocker, Executive Director/CEO
Damien Kelly, Consulting Chief Financial Officer (virtual)
Asia Dzierzynski, Consulting Accounting Manager (virtual)
Michelle Perkins, Operations Deputy
Katrina Gofron-Ellison, Executive Assistant
Christine Pryor, Senior Human Resources Generalist
Jackie Petritis, Senior Staff Accountant
Paul Mazur, Staff Accountant

Other Guests participating via Zoom: Sam Odishoo, Senior Vice President & Benefits Consultant, USI Insurance Services

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 26, 2023, at the principal office: 33928 North US Highway 45, Grayslake, IL 60030 and on the organization's website, www.lakecountyha.org.

ROLL CALL

Noting that a quorum of Commissioners was present, Vice Chair Considine called the meeting to order at 12:30 p.m. Roll call was taken, and the following Commissioners were present: Barnes, Considine, Idleburg, Stackhouse, Nozicka. Absent: Jordan, Malter.

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. September 28, 2023, are to be read at the appropriate time in the agenda. No public comments were received.

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

MINUTES – 8/17/23 MEETING

MINUTES – 8/17/23 EXECUTIVE SESSION

MINUTES – 6/26/23 EXECUTIVE SESSION

Commissioner Idleburg moved, seconded by Stackhouse, to approve the Minutes of the August 17, 2023 Regular Board Meeting, August 17, 2023 Executive Session, and the June 26, 2023 Executive Session. The Board voted as follows: Ayes: Barnes, Considine, Idleburg, Nozicka, Stackhouse. Nays: None. Absent and Not Voting: Jordan, Malter. Motion Carries.

EMPLOYEE INSURANCE BENEFITS PRESENTATION

Sam Odishoo, Senior Vice President and Benefits Consultant from USI Insurance Services, provided an overview of all the employee health benefits.

Summary: The open enrollment elections for the 2023-2024 year will become effective 11/1/2023. LCHA has one of the most generous and competitive benefit programs. Minimal increases to LCHA and employees. LCHA renewed with a 0.4% increase across all medical plans through Blue Cross Blue Shield of Illinois (BCBSIL). BCBSIL initially came out with a 6.6% increase to the premiums and plans. USI negotiated the increase down to 1.9% and by bundling dental with medical they were able to reduce it by another 1.5%. USI was essentially able to hold the plans at the same rates with the same coverage.

FINANCE REPORT AND APPROVAL OF BILLS

The list of bills for August 2023 was provided. Consulting Accounting Manager, Asia Dzierzynski and CFO Damien Kelly relayed the following financial summary:

In regard to Resolution 2023-47, LCHA is asking for board approval for the operating budget revision that includes the actuals from October of 2022, through August of 2023, with forecasted amounts for September of 2023.

FY2023 Consolidated Budget (Revision)

Public Housing – the AMPs are coming in with a consolidated net income of just under \$282,000. That is more than was originally budgeted for, and that's mainly because of lower staffing costs. Also, the Capital Fund subsidy that the AMPs receive, the allowable percentage was increased from 20 to 25 this year, so that also helped boost up that income.

Housing Choice Voucher (HCV) – is at negative \$134,000 but last meeting, it was at about negative 800,000 and that was after Damien had given a conservative, estimated amount of the HAP funding that we were expecting to be able to recover. But after going through the 4 years of VMS information and submitting the necessary corrections, we're expecting to get more in line with \$1.1 million. We haven't received the dollars yet, but since it was for a prior period, we are able to capture that revenue in this fiscal year. Overall, the net income is in the negative, but that's mainly because of the increased utilization from this year. HUD gives us funding based on prior year activity, so it takes them about a year to catch up to what is currently being reported. That's why you see that negative still there.

Housing Counseling (CHC) – the net income is just under \$22,000 for the year, and that is less than we originally budgeted, and a lot of that has to do with timing. We have to wait until the expenses are actually incurred to submit the voucher and also, we did hire a couple of key positions in that department.

Business Activities (BA) – is at about \$144,000 and that's pretty in line with what we originally budgeted.

AIM North – we received \$13,000 from a developer fee for a project that we recently closed.

Central office/administration (COCC) – is at about \$275,000, and that is higher than what was originally budgeted. Again, because of lower staff costs as well as we received more management fee income than we originally expected, and that's related again to the HCV increased utilization. We received more admin fees which then translate into management fee income for COCC.

But overall, we're pretty happy to report that we only have a variance of about \$64,000. When we first met last year, we were anticipating a consolidated net income of about \$666,000 and we are right now at about \$602,000, so it's about a 10% variance which is not too bad.

FY2024 Budget

Overall, we have a consolidated net income, budgeted for about \$692,000, which is about \$90,000 more than the 2023 numbers. Again, that's mainly due to the \$260,000 increase for HCV, offset by the variance for COCC staffing expenses.

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

REPORTS

The following reports for August 2023 were provided:

- Maintenance, Assets Brian Snook, Director of Public Housing
- Procurement..... Norma Carlon, Manager of Capital Improvements & Procurement
- Public Housing Brian Snook, Director of Public Housing
- Property Disposition..... Derek Eovaldi, Property Disposition Coordinator
- Housing Choice Voucher, PBV¹, Elena Albarran, HCV Program Manager
Portability & Collections
- FSS² Mainstream Vouchers & FUP³..... Heidi Semenek, Director of FSS & Special Pgms
- Housing Counseling and FERA Elizabeth Werning, Manager of Housing Counseling
Ofelia Navarro, Deputy Director
- Information Technology..... Michelle Perkins, Operations Deputy

¹ Project-Based Vouchers
² Family Self-Sufficiency Program
³ Family Unification Program

Human Resources..... Christine Pryor, Senior Human Resources Generalist

FOIA/OMA⁴, Travel-Training Katrina Gofron-Ellison, Executive Assistant/FOIA
& OMA Officer

Other Matters

1. On August 1st Executive Director, Lorraine Hocker, represented LCHA and participated in North Chicago's National Night Out Event at Brookstone at Coles Park in North Chicago.
2. On August 14th LCHA had its Staff Appreciation Picnic at Nippersink Forest Preserve in Round Lake. Food and fun were had by all.
3. On August 17th we had our 2nd Annual Back to School Resource Fair. Thank you so much to all the Lake County businesses and organizations who generously donated goods, services, or monetary contributions. The fair was a great success, and we had a wonderful turnout.

Special thanks to our sponsors and donors:

- Ace Hardware Grayslake
- Albertson's Gift Card
- Bonnie's Boutique
- Catherine Coyne
- Chicago Bears
- Chick-fil-A
- Crown Restrooms
- Dominos
- Dunkin Donuts Grayslake
- El Monicas Mundelein
- The Freeze Grayslake
- Fun with Rocky
- Lincoln Avenue Capital Management
- Libertyville Bank & Trust
- Mellow Nail Lounge Grayslake
- Mendez Party Rental
- One Hope United
- Papa John's
- Sam's Club
- Sammie's 4
- Somethings Brewing
- Target
- Twisted Burger
- Waukegan Park District
- YARD 1

4. On August 22nd was the kickoff meeting for the new development of Starling Senior Apartments. The project involves the new construction of 40 units of independent senior housing for residents 55+ in the Village of Lake Villa. The proposed design includes a mix of one- and two-bedroom units contained within a three-story apartment building. The building will include various amenities and services that will keep residents independent and active, including a fitness room, and a community room for resident events.
5. LCHA provided a letter of support for the development of Rosewood Apartments in Round Lake, a 153-unit family housing development. Occupants of the 153 subsidized units will pay no more than 30% of their monthly income for rent and utilities through the allocation of Housing Choice Voucher Program project-based voucher assistance.
6. On September 12th Lorraine attended the Beech Street Senior Lofts Groundbreaking Site Visit

⁴ Freedom of Information Act. Open Meetings Act.

to celebrate the new development of Beech St. Senior Lofts. The site is located at 27888 N Beech St. in Island Lake, IL. This project represents a remarkable achievement in the commitment to providing quality senior housing solutions in our community. During the site visit, attendees took a guided walking tour of the development site to gain insight into the progress and impact of the work.

7. Executive Director Hocker and staff are reviewing the current LCHA fleet. Vehicles that are in disrepair are being sold and about five other aging vehicles will be traded for newer vehicles. eFleet representatives have presented Nissan Rouge's as the most affordable and available to accommodate LCHA's needs.
8. Discussion and planning continue with the City of Zion to begin conducting the required HCV annual inspections and re-inspections. Details of the IGA (Intergovernmental Agreement) are in progress along with logistics of using and accessing the LCHA database. Inspections in the City of Zion annually range between 800-1000 inspections. This partnership would not only give the city an inside view of housing in their community, but it would aid in reducing some of the administrative burden. Approximate cost would be \$65K annually.
9. Executive Director Hocker was able to secure a payment agreement from T-Mobile in the amount of \$15,912.89 which will facilitate the roof repairs needed for Beach Haven Towers. Roofing work is set to be completed in mid-October.
10. LCHA was awarded one of ten grants from the U.S. Department of HUD (Housing and Urban Development) under its Radon Testing and Mitigation Demonstration grant for Public Housing. LCHA is located in EPA Radon Zone 2, with the moderate potential for elevated radon levels, and was awarded \$593,670 to conduct radon testing and mitigations of units in AMPs⁵ 4 and 5 having radon levels at or above the EPA action level of 4 pCi/l. Radon testing will be conducted in 143 units with plans to mitigate 110 units. This project is expected to protect approximately 458 adults and 226 children.

NEW BUSINESS

Resolution 2023-46 Approval of Travel/Training Expenses for Executive Director and/or Commissioners

- Lorraine Hocker, Executive Director/CEO
8/3/23-8/4/23 The Global Leadership Summit by Global Leadership Network, South Barrington, 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 Stackhouse introduced the following Resolution:

RESOLUTION 2023-46

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.

After discussion Commissioner Stackhouse moved, seconded by Commissioner Idleburg to adopt Resolution 2023-46.

Roll Call Vote:

Ayes: Barnes, Considine, Idleburg, Nozicka, Stackhouse

Nays: None

Absent: Jordan, Malter

Abstain: None

Motion: Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 28, 2023.

Resolution 2023-47 Approval of FY 2023 Operating Budget Revision
Resolution 2023-48 Approval of FY 2024 Agency Operating Budget

After discussion, Commissioner Idleburg introduced the following Resolutions:

RESOLUTION 2023-47

APPROVAL OF FY 2023 OPERATING BUDGET REVISION

WHEREAS, the attached FY 2023 Operating Budget Revision for the period October 1, 2022 through September 30, 2023 for Lake County Housing Authority is being presented to the Board of Commissioners for approval; and

WHEREAS, the revised expenditures shown in the Operating Budget Revision are necessary for the efficient and economical operation and administration of the Lake County Housing Authority’s Public Housing programs for the purpose of serving low-income families; and

WHEREAS, the financial plan detailed in the FY 2023 Operating Budget Revision is reasonable in that it indicates a source of funds adequate to cover expenditures and does not provide for federal funding in excess of that payable under the HUD Annual Budget Authority; and

WHEREAS, all charges and expenditures set out in the FY 2023 Operating Budget revision will be consistent with the provisions of the law and the Annual Contributions Contract;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Lake County Housing Authority that the FY 2023 Operating Budget Revision attached hereto is hereby approved and staff is authorized to execute and submit the necessary documents to HUD's Financial Management Center.

RESOLUTION NO. 2023-48

APPROVAL OF FY 2024 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 2024 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.

After discussion Commissioner Idleburg moved, seconded by Commissioner Stackhouse to adopt Resolutions 2023-47 and 2023-48.

Roll Call Vote:

Ayes: Barnes, Considine, Idleburg, Nozicka, Stackhouse

Nays: None

Absent: Jordan, Malter

Abstain: None

Motion: Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 28, 2023.

Resolution 2023-49 Adopting New Tenant Paid Utility Allowance Schedule

Resolution 2023-50 Adopting Flat Rents

Resolution 2023-51 Adopting Payment Standards – Housing Choice Voucher Program

After discussion, Commissioner Stackhouse introduced the following Resolutions:

RESOLUTION 2023-49

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 a decrease in gas of 15% 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, 2024 for annual certifications and November 1, 2023 for new contracts; and

BE IT FURTHER RESOLVED that the new schedule shall also be approved for the Low Rent Program effective January 1, 2024 subject to the receipt and consideration of resident comment period.

RESOLUTION 2023-50

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, 2024.

RESOLUTION 2023-51

SETTING HOUSING CHOICE VOUCHER PAYMENT STANDARDS

WHEREAS, HUD has published both Fair Market Rents (FMRs) and Small Area FMRs for Fiscal Year 2024; 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, 2024, annual certifications, and November 1, 2023, for new contracts.

After discussion Commissioner Stackhouse moved, seconded by Commissioner Idleburg to adopt Resolutions 2023-49, 2023-50, and 2023-51.

Roll Call Vote:

Ayes: Barnes, Considine, Idleburg, Nozicka, Stackhouse

Nays: None

Absent: Jordan, Malter

Abstain: None

Motion: Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 28, 2023.

Resolution 2023-52 Authorization for FY 2023 Collection Losses – Public Housing

Resolution 2023-53 Authorization for FY 2023 Collection Losses – Housing Choice Voucher

After discussion, Commissioner Idleburg introduced the following Resolutions:

RESOLUTION 2023-52

**AUTHORIZATION FOR FY 2023
 SEPTEMBER COLLECTION LOSSES – PUBLIC HOUSING**

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

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>Amp</u>	<u>Reason</u>
0161-15	\$1,184.23	2	
0182-13	\$5,433.75	2	
0343-6	\$366.60	2	deceased
491.9	\$3,753.36	2	deceased
0487-7	\$801.79	2	
0189-18	\$19,025.87	3	
0200-16	\$2,246.87	3	
0248-8	\$2,945.85	3	
0268-5	\$1,735.83	3	
0278-9	\$1,204.45	3	
0448-9	\$2,303.97	3	
0557-6	\$2,947.03	4	
0607-3	\$4,920.70	4	
0514-5	\$1,955.69	4	
0571-10	\$2,782.60	4	
0532-8	\$5,536.73	5	
0528-4	\$21,233.68	5	
Total Collection Losses	\$80,379.00		

RESOLUTION 2023-53

**AUTHORIZATION FOR FY 2023 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>
2354-2	\$141.00	HCV
2782-1	\$1,123.00	HCV
Total	\$1,264.00	HCV

After discussion Commissioner Idleburg moved, seconded by Commissioner Stackhouse to adopt Resolutions 2023-52 and 2023-53.

Roll Call Vote:

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

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 28, 2023.

Resolution 2023-55 Employee Healthcare Benefit Recommendations FY 2024

After discussion, Commissioner Stackhouse introduced the following Resolutions:

RESOLUTION 2023-55

EMPLOYEE HEALTHCARE BENEFIT RECOMMENDATIONS FY 2024

WHEREAS, the current employee healthcare benefits are effective until October 31, 2023; and

WHEREAS, it is appropriate to review the employee healthcare benefits prior to the start of the new fiscal year to allow accurate budgeting; and

WHEREAS, Lake County Housing Authority starts a new fiscal year on October 1, 2023; and

WHEREAS, Employee Healthcare Benefits renewal is effective November 1, 2023; and

WHEREAS, the Benefits Review Team considered the best interest of both the Authority and employees when determining the Benefit Recommendations for FY 2024;

NOW, THEREFORE BE IT RESOLVED, that the benefit recommendations as presented and attached hereto be approved; and

BE IT FURTHER RESOLVED, the benefit recommendations as presented will be effective from November 1, 2023 until October 31, 2024.

After discussion Commissioner Stackhouse moved, seconded by Commissioner Idleburg to adopt Resolutions 2023-55.

Roll Call Vote:

Ayes: Barnes, Considine, Idleburg, Nozicka, Stackhouse

Nays: None

Absent: Jordan, Malter

Abstain: None

Motion: Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 28, 2023.

Resolution 2023-56 Approval of the Execution of an Intergovernmental Cooperation Agreement by and Between Lake County Housing Authority and North Chicago Housing Authority

After discussion, Commissioner Idleburg introduced the following Resolutions:

RESOLUTION 2023-56

**APPROVAL OF THE EXECUTION OF
AN INTERGOVERNMENTAL COOPERATION AGREEMENT BY AND BETWEEN
THE LAKE COUNTY HOUSING AUTHORITY AND
THE NORTH CHICAGO HOUSING AUTHORITY**

WHEREAS, Illinois Housing Authorities may enter into Intergovernmental Cooperation Agreements as provided by provided by 310 ILCS 8.5, 2 CFR 200.317-326 and HUD Procurement Handbook 7460.8; and

WHEREAS, this Intergovernmental Cooperation Agreement is made for reasons of economy and efficiency as each Housing Authority has specific property management and development expertise and experience that may be utilized by the other Housing Authority; and

WHEREAS, the Housing Authority of the County of Lake and North Chicago Housing Authority deem it advantageous to both parties to enter into the attached Intergovernmental Cooperation Agreement whereby the positions of both parties are determined and established;

NOW, THEREFORE, BE IT RESOLVED, that the Lake County Housing Authority Board of Commissioners approve, that the Housing Authority of the County of Lake enter into the Intergovernmental Cooperation Agreement between the Housing Authority of the County of Lake and North Chicago Housing Authority, a copy of which is attached hereto; and

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effect from and after its passage, contingent upon approval by the Department of Housing and Urban Development (HUD).

After discussion Commissioner Idleburg moved, seconded by Commissioner Stackhouse to adopt Resolutions 2023-56.

Roll Call Vote:

Ayes: Barnes, Considine, Idleburg, Nozicka, Stackhouse

Nays: None

Absent: Jordan, Malter

Abstain: None

Motion: Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 28, 2023.

Resolution 2023-57 Approval for a Letter of Support to IHDA for the Development of Zion Woods in Deerfield, IL

After discussion, Commissioner Stackhouse introduced the following Resolutions:

RESOLUTION 2023-57

APPROVAL OF A LETTER OF SUPPORT TO IHDA FOR THE DEVELOPMENT OF ZION WOODS IN DEERFIELD, IL

WHEREAS, Lake County Housing Authority (LCHA) seeks to increase the supply of affordable multifamily housing for persons with disabilities; and

WHEREAS, Housing Opportunity Development Corporation is an experienced housing provider and is developing Zion Woods a 23-unit multifamily development offering 13 units of supportive housing for persons with disabilities and 12 units for families (the Project); and

WHEREAS, the Housing Opportunity Development Corporation is requesting a letter of support from LCHA to the Illinois Housing Development Authority (IHDA) to obtain a preliminary determination of eligibility for receipt of Tax Credits; and

WHEREAS, the Housing Opportunity Development Corporation is requesting thirteen (13) LCHA project-based vouchers for utilization at The Project; and

WHEREAS, the Project will have all units affordable for persons with disabilities and families with incomes at or below 30% of the Area Median Income; and

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of LCHA hereby authorizes the letter of support to IHDA and the allocation of Housing Choice Voucher Program project-based voucher assistance for Zion Woods Project, in an amount not to exceed 13 units; 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.

After discussion Commissioner Stackhouse moved, seconded by Commissioner Idleburg to adopt Resolutions 2023-57.

Roll Call Vote:

Ayes: Barnes, Considine, Idleburg, Nozicka, Stackhouse

Nays: None

Absent: Jordan, Malter

Abstain: None

Motion: Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on September 28, 2023.

Commissioner Roundtable – Discussion

Including the link to common HUD (Housing and Urban Development) acronyms in the board packet emails is very helpful.

Commissioner Stackhouse asked if LCHA is part of the continuum of care competition and renewal, or replacement of youth homeless demonstration program. Several of the surrounding counties, including Lake County will be applying for funding as a region.

There was discussion regarding what over leasing is and how it can happen. It can happen when clients port to another housing authority and it depends on how the housing authority counts it. There is a dashboard to help keep track of these numbers.

Will the possible government shut down have any effect on LCHA? We are in good shape financially and we have three months reserves in the event that we get to that point.

Executive Session – Personnel Matters and/or Litigation

(5 ILCS 120/2) Sec. 2(c)(1)

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

(5 ILCS 120/1) Sec. 2(c)(11)

Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court...or when the public body finds that an action is probable or imminent.

At 1:25 p.m. Commissioner Idleburg moved, seconded by Commissioner Stackhouse to go into Executive Session to discuss (5 ILCS 120/1) Sec. 2(c)(11) Litigation and (5 ILCS 120/1) Sec. 2(c)(1) Personnel Matters. The Board voted as follows: Ayes: Barnes, Considine, Idleburg, Nozicka, Stackhouse. Nays: None. Absent and Not Voting: Jordan, Malter. Motion Carries.

The board returned to open session at 1:36 p.m. and roll call was taken. Present: Barnes, Considine, Idleburg, Nozicka, Stackhouse. Absent: Jordan, Malter.

Vice Chair Considine stated the Board discussed Litigation and Personnel Matters. No action was taken during the Executive Session.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Stackhouse moved, seconded by Commissioner Idleburg to adjourn the meeting. The Board voted unanimously in favor of the motion. Motion Carries. The meeting was adjourned at 1:39 p.m.

Kevin Considine
Vice Chair
Board of Commissioners
Lake County Housing Authority

Lorraine Hocker
Executive Director/CEO
Secretary