Lake County Housing Authority
Board of Commissioners

Minutes of the Regular Meeting
July 10, 2025

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake was held July 10, 2025, at Lake County Housing Authority: 33928 North U.S. Highway 45, Grayslake, IL 60030.

Present: Kevin Considine, Chairman
Susan Malter, Vice Chair
John Idleburg, Commissioner
Eugene Roberson, Commissioner
Beverly Stackhouse, Commissioner

Absent: LaShaundra Barnes, Commissioner
Dr. Charles Nozicka, Commissioner

LCHA Staff: Lorraine Hocker, Executive Director/CEO
Michelle Perkins, Operations Deputy
Damien Kelly, Interim Chief Financial Officer
Christine Pryor, Sr. HR Generalist
Tamara Harrington, Assistant Accounting Manager
Yeimy Baily, Executive Assistant

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, July 10th, 2025, 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 Malter called the meeting to order at 12:31 p.m. Roll call was taken, and the following Commissioners were present: Considine, Malter, Idleburg, Stackhouse and Roberson as well as LCHA members Hocker, Perkins, Pryor, Harrington, Kelly and Bailey. Absent: Commissioner Barnes. Commissioner Nozicka.

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. July 10, 2025, are to be read at the appropriate time in the agenda. There were no public comments.

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

MINUTES 5/15/25 – Regular Meeting – No Executive Session - Minutes Approval
Commissioner Stackhouse moved, seconded by Commissioner Idleburg, to approve the Minutes of May 15, 2025, Regular Session. The Board voted as follows:

Ayes: Considine, Idleburg, Malter, Stackhouse, Roberson
Abstain: None.
Nays: None.
Absent: Barnes, Nozicka
Motion carries.

FINANCE REPORT AND APPROVAL OF BILLS
Damien Kelly presented the finance report noting that we are monitoring the government shutdown and that in relation to our financial status our agency has adequate reserves sitting at three months' availability. Kelly noted that on the administrative funding side the agency could potentially face a 25 - 30% reduction in fees. Kelly noted that AMP 2 is currently projected for a year end negative balance. General questions were fielded from the Commissioners.

Chairman Considine moved, seconded by Commissioner Idleburg, to approve the Finance Report and Accounts Payable reports. The Board voted as follows:

Ayes: Considine, Idleburg, Malter, Stackhouse, Roberson
Abstain: None.
Nays: None.
Absent: Barnes, Nozicka
Motion carries.

REPORTS
Commissioners were provided with several departmental reports for review. Director Hocker fielded general questions from the Commissioners which included questions about possible off-site activities. Director Hocker clarified funding restrictions and current activity programing. Staff and board agreed to revisit as resources permit. Hocker noted that the agency received $250K in energy efficiency upgrades which included insulation, air conditioners and boiler tuneups for specific properties that are qualified.

NEW BUSINESS
Vice Chair Malter introduced the following Resolutions:

RESOLUTION 2025-18
APPROVING AND AUTHORIZING
THE SUBMISSION OF THE FY 2026 ANNUAL PHA PLAN

WHEREAS, the United Stated Housing Act of 1937 as amended by Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) created the requirement for submission of 5-Year and Annual PHA Plans by all PHAs administering the Public Housing and/or Housing Choice Voucher (HCV) programs; and

WHEREAS, pursuant to 24 CFR 903, the Housing Authority of the County of Lake (LCHA) is required to submit a PHA Annual Plan; and

WHEREAS, LCHA has been determined to be a *Standard Performing* PHA under Section Eight Management Assessment Program (SEMAP) and the Public Housing Assessment System (PHAS) as of the last annual assessment of the PHA before the submission of the Five-Year or Annual Plans and therefore required to submit a Standard Performing Annual Plan; and

WHEREAS, the attached FY 2026 Annual PHA Plan has been drafted in consultation with the Authority's Resident Advisory Board; and

WHEREAS, the requisite public notices and hearings have been given and held and the draft documents can be viewed in their entirety on the authorities website https://www.lakecountyha.org/plugins/show_image.php?id=1513 ; and

WHEREAS, the Executive Director/Chief Executive Officer has prepared said plans as attached, and requests that the Board of Commissioners of the Housing Authority of the County of Lake approve and authorize submission to the US Department of Housing and Urban Development.

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 PHA FY 2026 Annual Plan to the U.S. Department of Housing and Urban Development as presented; and

BE IT FURTHER RESOLVED that the Chairman is authorized and directed to sign the PHA Certifications of Compliance with the PHA Plans and Related Regulation Board Resolution to accompany the PHA Plan.

After discussion Chairman Considine moved, seconded by Commissioner Stackhouse, to adopt Resolution 2025-18.

Roll Call Vote:
Ayes:, Considine, Idleburg, Malter, Roberson, Stackhouse
Nays: None
Absent: Barnes, Nozicka
Abstain: None
Motion: Carries

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 10th day of July 2025.

RESOLUTION 2025-19
AMENDING THE HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN

WHEREAS significant modifications are required of Lake County Housing Authority's Housing Choice Voucher Administrative Plan; and

WHEREAS changes made represent updated language, clarifying language and changes supported and or recommended by an industry program leader, Nan McKay & Associates ["NMA"], along with incorporating the new NSPIRE Inspection protocol, HUD HOTMA Changes, PIH 2023-27 and staff recommendations; and

WHEREAS changes are summarized in **EXHIBIT A** and can be seen in detail through the draft redlined document located on the Authority website https://www.lakecountyha.org/

NOW, THEREFORE, BE IT RESOLVED, the Lake County Housing Authority Administrative Plan is modified as described in **EXHIBIT A**.

After discussion Commissioner Stackhouse moved, seconded by Commissioner Roberson, to adopt Resolution 2025-19.

Roll Call Vote:
Ayes: Considine, Idleburg, Malter, Roberson, Stackhouse
Nays: None
Absent: Barnes, Nozicka
Abstain: None
Motion: Carries

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 10th day of July 2025.

RESOLUTION 2025-20
AMENDING THE ADMISSIONS & CONTINUED OCCUPANCY POLICY

WHEREAS significant modifications are required of Lake County Housing Authority's Admissions & Continued Occupancy Policy ["ACOP"]; and

WHEREAS changes made represent updated language, clarifying language and changes supported and or recommended by an industry program leader, Nan McKay & Associates ["NMA"], along with incorporating the new NSPIRE Inspection protocol, HUD HOTMA Changes, PIH 2023-27 and staff recommendations; and

WHEREAS changes are summarized in **EXHIBIT A** and can be seen in detail through the draft redlined document located on the Authority website https://www.lakecountyha.org/

NOW, THEREFORE, BE IT RESOLVED, the Lake County Housing Authority Admissions & Continued Occupancy Policy is modified as described in **EXHIBIT A**.

After discussion Commissioner Stackhouse moved, seconded by Chairman Considine, to adopt Resolution 2025-20.

Roll Call Vote:
Ayes: Considine, Idleburg, Malter, Roberson, Stackhouse
Nays: None
Absent: Barnes, Nozicka
Abstain: None
Motion: Carries

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 10th day of July 2025.

RESOLUTION 2025-21
APPROVAL OF AND AUTHORIZATION TO SUBMIT
THE CAPITAL FUND PROGRAM (CFP) 5-YEAR ACTION PLAN (2025-2030) AND
THE CAPITAL FUND PROGRAM (CFP) FY 2025 BUDGET

WHEREAS, the Capital Fund Annual Submission was decoupled from the PHA Plan submission in 24 CFR part 905 which was published on October 24, 2013, and became effective on November 25, 2013; and

WHEREAS, pursuant to 24 CFR 905, the Housing Authority of the County of Lake (LCHA) is required to submit a Capital Fund Program 5-Year Action Plan and a Capital Fund Program FY 2025 Budget; and

WHEREAS, the Housing Authority of the County of Lake has prepared its Capital Fund Program 5-Year Action Plan for Federal Fiscal Years (FFs) 2025-2030 describing capital improvements needed to ensure long-term viability of the Agency's public housing developments; and

WHEREAS, in FY 2025, all PHAs are required to submit their Capital Fund Program (CFP) 5-Year Action Plans and Budgets within HUD's Energy and Performance Information Center (EPIC) system; the electronic CFP submission process replaced the paper submission process that was retired at the end of 2017; and

WHEREAS, PHAs are required to have on file a copy of a Board Resolution approving the PHA's CFP 5-Year Action Plan, including ones submitted in the EPIC system; and

WHEREAS, the requisite public notices have been given; and

WHEREAS, the Director of Asset Management in conjunction with the Executive Director/Chief Executive Officer has prepared said plans as attached, and requests that the Board of Commissioners of the Housing Authority of the County of Lake approve and authorize submission to the US Department of Housing and Urban Development;

NOW, THEREFORE, BE IT RESOLVED, After discussion ***Commissioners tabled this resolution*** pending additional support documents.

RESOLUTION 2025-22
ACCEPTING A GRANT UNDER FEDERAL HOME LOAN BANK OF CHICAGO
HOUSING COUNSELING RESOURCE PROGRAM PID#52563

The Board of Directors of LAKE COUNTY HOUSING AUTHORITY, an Illinois not-for- profit corporation (the "Corporation") met on July 10th, 2025, and adopted the following Resolution all of which is in accordance with the laws of the State of Illinois, and the Articles of Incorporation and By-Laws of the Corporation:

WHEREAS, the Illinois Housing Development Authority (the "Authority") has agreed to issue to the Corporation a grant in an amount not to exceed One Hundred And Seventy Five Thousand And 0/100 Dollars ($175,000.00) (the "Grant") from the Federal Home Loan Bank of Chicago - Housing Counseling Resource Program - 2.0 (FHLBC HCRP 2) (the "Program"), and the Corporation will use the Grant funds solely and exclusively for eligible activities in connection with the Program and for no other purpose; and

WHEREAS, the Board of Directors deems it to be in the best interest of the Corporation to accept the Grant; and

FURTHER RESOLVED, that the Corporation is authorized to enter into a grant agreement for the Program (the "Agreement") with the Authority wherein the Corporation agrees to perform Program services in return for the Grant; and

FURTHER RESOLVED, that the Corporation hereby accepts the Grant, agrees to deliver and/or execute the Agreement and any and all other instruments, certifications and agreements as may be necessary or desirable for the Corporation to perform all of its obligations and duties under the Program (including any amendments, other agreements or supplements); and

FURTHER RESOLVED, that the Executive Director of the Corporation, without the necessity or requirement for the signature of another person, is hereby authorized, empowered, and directed to execute on behalf of the Corporation the Agreement and all other documents and instruments relating to the Grant to be delivered to the Authority in connection with the closing of the Grant and take such further action on behalf of the Corporation as they deem necessary to effectuate the foregoing Resolutions; and

FURTHER RESOLVED that the Board of Directors of the Corporation hereby ratifies, authorizes, confirms and approves any prior action of the Corporation taken in furtherance of the foregoing resolutions and any and all documents and instruments previously executed on behalf of the Corporation in connection with the Grant, dated July 10th, 2025.

ADOPTED by the Board of Commissioners of the Housing Authority of County of Lake and signed in authentication of its passage, the 10th day of July 2025.

After discussion Commissioner Roberson moved, seconded by Chairman Considine, to adopt Resolution 2025-22.

Roll Call Vote:
Ayes: Considine, Idleburg, Malter, Roberson, Stackhouse
Nays: None
Absent: Barnes, Nozicka
Abstain: None
Motion: Carries

RESOLUTION 2025 -23
APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN LAKE COUNTY HOUSING AUTHORITY & LAKE COUNTY WORKFORCE DEVELOPMENT/JOB CENTER OF LAKE COUNTY

WHEREAS, on July 22, 2014, President Obama signed the Workforce Innovation and Opportunity Act (WIOA); and

WHEREAS, WIOA provides resources, services and leadership tools for the workforce system that improves employer engagement and competitiveness for success in the global marketplace by helping individuals find good jobs, retain employment and advance job-related skill sets; and

WHEREAS, Lake County has been designated as a local workforce development area by the State of Illinois; and

WHEREAS, WIOA requires Lake County to develop and submit workforce compliance plans in order for Lake County to receive WIOA Formula funding; and

WHEREAS, the Memorandum of Understanding, in cooperation with its partners, establishes a collaborative framework encouraging cooperation, collaboration, communication, policy and technical guidance and governance to assist with the efficient and effective participation in the WIOA implementation in Lake County, Illinois; and

WHEREAS, Lake County and the Lake County Workforce Development Board have reviewed and approved the Job Center of Lake County Memorandum of Understanding; and

WHEREAS, Lake County Housing Authority's Family Self Sufficiency Program is a voluntary program for participants who wish to improve their financial situation emphasizing employment as well as education and training; and

WHEREAS, Lake County Housing Authority's Housing Counseling Program serves the needs of Lake County residents in various areas related to housing, including: Homebuyer Education, Pre-Purchase Counseling, Post-Purchase and Foreclosure Prevention, Mortgage Default Counseling, Financial and Budgeting Counseling and Rental Counseling; and

WHEREAS, Lake County Housing Authority wishes to participate as a partner in the Memorandum of Understanding;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of LCHA hereby approves the Executive Director and/or her designee to execute the Memorandum of Understanding between Lake County Housing Authority and Lake County Workforce Development/Job Center of Lake County in substantially the form attached hereto and incorporated herein by reference.

After discussion, Commissioner Stackhouse moved, seconded by Commissioner Roberson, to adopt Resolution 2025-23.

Roll Call Vote:
Ayes: Considine, Idleburg, Malter, Roberson, Stackhouse
Nays: None
Absent: Barnes, Nozicka
Abstain: None
Motion: Carries

ADOPTED by the Board of Commissioners of the Housing Authority of County of Lake and signed in authentication of its passage, the 10th day of July 2025.

COMMISSIONER ROUND TABLE
Commissioners commended staff on successful completion of the 2024 audit with no findings and that our compliance requirements and financial reporting were in good standing. Commissioner Malter suggested plans consist of exploring inclusion of low-cost environmental projects such as rain gardens. Commissioners inquired about resident activities and expanding options while balancing staffing and funding constraints.

ADJOURNMENT
There being no further business to come before the Board, Commissioner Idleburg moved, seconded by Commissioner Stackhouse to adjourn the meeting. All were in favor of adjournment at 1:23PM