Lake County Housing Authority
Board of Commissioners

Minutes of the Regular Meeting
September 25, 2025

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake was held September 25, 2025, at the Illinois Beach Resort and Conference Center, 100 Lake Front Dr., Zion, IL 60099.

Present: Kevin Considine, Chairman
Susan Malter, Vice Chair
Dr. Charles Nozicka, Commissioner
LaShaundra Barnes, Commissioner (Early Departure)
John Idleburg, Commissioner (Early Departure)
Beverly Stackhouse, Commissioner

Absent: Eugene Roberson, Commissioner (Late Arrival)

LCHA Staff: Lorraine Hocker, Executive Director/CEO
Scott Meno, Chief Financial Officer
Damien Kelly, Interim Chief Financial Officer
Christine Pryor, Sr. HR Generalist
Heidi Semenek, FSS Director
Stacy Davis-Wynn, Director of Procurement
Liz Werning, Int. Director of Housing Counseling
Yeimy Bailey, 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 10:00 a.m. on Tuesday, September 23, 2025, at the principal office: 33928 North US Highway 45, Grayslake, IL 60030, the Illinois Beach Resort and Conference Center: 100 Lake Front Dr., Zion, IL 60099, and on the organization's website: www.lakecountyha.org.

ROLL CALL

Noting that a quorum of Commissioners was present, Chairman Considine called the meeting to order at 10:03 a.m. Roll call was taken, and the following Commissioners were present: Considine, Malter, Idleburg, Nozicka, Barnes, Stackhouse as well as LCHA members Hocker, Perkins, Meno, Kelly, Semenek, Pryor, Werning, and Davis-Wynn and Bailey. Absent: Commissioner Roberson (Due to late arriva)

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. Thursday September 25, 2025, are to be read at the appropriate time in the agenda. There were no public comments.

MINUTES 8/21/25 – Regular Meeting Minutes Approval

Commissioner Stackhouse moved, seconded by Commissioner Idleburg, to approve the Minutes of August 21, 2025, Regular Session. The Board voted as follows: Ayes: Considine, Malter, Barnes, Idleburg, Nozicka, Stackhouse. Abstain: None. Nays: None. Absent and Not Voting: Commissioner Roberson. Motion carries.

HEALTHCARE BENEFIT RECOMMENDATIONS FOR FY 2026

Representative from Blue Cross Blue Shield, Samuel Odishoo presented benefit recommendations for FY 2026.

FINANCE REPORT-Presented by Interim CFO Damien Kelly

CFO Damien Kelly reported the current financial standings. He mentioned that even with a possible government shut down, there would be about 3 months in reserve to help through this. He estimated that there may be a 25-30% hit on Administrative Fees, worst case scenario. However, we have funds available to help with this. He also stated we should look into more grants in this fund that would help with this deficit in the upcoming FY 2026. Potential funding on the HCV side may be lowered, but on the Public House side we expect to remain the same.

After discussion, Chairman Considine moved, seconded by Vice Chair Malter, to approve the list of bills, and accept the finance report. The Board voted as follows: Ayes: Considine, Idleburg, Nozicka, Malter, Barnes, Stackhouse. Abstain: None. Nays: None. Absent and Not Voting: Roberson. Motion carries.

EXECUTIVE DIRECTOR REPORT-

CEO Lorraine Hocker reported our last REAC score was 92, scores were 87, 91, 92 and 95. These were physical inspections for all the AMPs and scattered sights. Overall, we did very well in our inspections.

Director of Housing Liz Werning provided an update of the Housing Counseling Program. Expected to award about $130K-$150K funds from the TAP program in September, which would only leave about $100K for the rest of the program. Do not anticipate the program to last past Thanksgiving. HUD will be coming in to do a thorough review of all files pertaining to the program. Anticipate ending this fiscal year with the largest number of Housing Counseling participants. About 2100 households anticipated by end of the year. Looking at more possible grants to cover any deficits. We currently have presence at the court, LCHA to be present for households going through Foreclosure. There is also a mediation program that assists these individuals prior to coming in front of a judge.

Director of FSS Heidi Semenek provided and update on the FSS program. For the month of August, we have currently about 72% of participants that are employed. As participants graduate from the program and decrease in numbers we will continue to apply for the grant. However, the program will not be a mandated FSS program. Currently holding at 23 homeowner participants. Back to School Event was tremendously successful. About 764 participants compared to last couple of years where it's been only in

the upper 200s. We had an increase in vendors as well, about 32 this year. We did run out of backpacks, but we are looking to ask our partner United Way for an increase in quantity for next year's event.

Director of Procurement Stacy Davis Wynn provided an update from the Procurement Department. Currently working with Derek Eovaldi to assist in preparing homes to secure to sell. Working with Public Housing with Unit Turning to prepare units to put on the market. Working on securing contracts for emergency services for these units.

Sr. HR Generalist Christine Pryor to provide summary for the HR Department. Presented our new CFO Scott. There is a new method for employees to process their employee evaluation. It'll be through ADP instead of a paper process in prior years. There are currently some open positions: Maintenance Mechanic II, Certification Specialist and FSS Specialist.

Assistant Director of HCV Isabel Diaz provided a summary for the HCV department. We are currently utilizing a third-party vendor who is conducting inspections. This will help us to tackle the current backlog. For the month of August we only have 14 EOPs, 7 were non-renewal for PBV, 5 were HCV. Mentioned that we are looking to increase our Google Reviews by asking tenants to provide a review.

REPORTS

The following reports for August 2025 were provided:

Housing Choice Voucher:
Voucher Utilization
Public Housing:
Unit Availability & Occupancy
Aged Receivables
Word Order Analysis
Demolition & Disposition
Capital Funds Grant
General Reports & Cross Program Information:
Key Management Indicators – All Programs
Resident Characteristics – All Programs
Family Self Sufficiency
Resident Opportunity & Self Sufficiency (ROSS)
Housing Counseling
LCHA Human Resources

NEW BUSINESS

- **RESOLUTION NO. 2025–27: Reaffirmation to submit the Section 18 Disposition Application for Eminent Domain-**

  Chairman Considine introduced the following resolution:

RESOLUTION 2025 – 27

REAFFIRMATION TO SUBMIT THE SECTION 18 DISPOSITION APPLICATION FOR EMINENT DOMAIN

on the disposition of two (2) sections of land from two (2) properties currently owned by the Lake County Housing Authority (LCHA) in the following Communities in Lake County:
Scattered Sites East / AMP 4
Mundelein

WHEREAS the Lake County Housing Authority (LCHA) owns Two (2) single-family residential properties in the communities of Mundelein; and

WHEREAS LCHA desires to sell the properties to the 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.

After discussion, Vice Chair Malter moved to motion, second by Commissioner Nozicka to adopt Resolution 2025-27.

Roll Call:

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

- **RESOLUTION NO. 2025–28: Approving Write-Off of Uncollectible Tenant Accounts**

Chairman Considine introduced the following resolution:

RESOLUTION NO. 2025-28
RESOLUTION APPROVING WRITE-OFF OF UNCOLLECTIBLE TENANT ACCOUNTS

WHEREAS, the Lake County Housing Authority (the "Authority") has determined that certain tenant accounts have become uncollectible despite all reasonable collection efforts; and

WHEREAS, it is in the best interest of the Authority to remove these uncollectible accounts from its books to ensure accurate financial reporting; and

WHEREAS, the Board of Commissioners has reviewed the list of accounts proposed for write-off as attached in Exhibit A;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lake County Housing Authority that:
1. The tenant accounts listed in Exhibit A are hereby approved for write-off as uncollectible.
2. The Executive Director is authorized to make the necessary accounting adjustments to the Authority's records to reflect this action.
This action does not preclude the Authority from pursuing future collection efforts through available legal or administrative means should it become practical to do so.

After discussion, Vice Chair Malter moved to motion, second by Commissioner Barnes to adopt Resolution 2025-28.

Roll Call:

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

- **RESOLUTION NO. 2025–29: Adopting a Flat Rent Schedule – Public Housing**

Chairman Considine introduced the following resolution:

RESOLUTION 2025 - 29

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, 2026.

After discussion, Vice Chair Malter moved to motion, second by Commissioner Barnes to adopt Resolution 2025-29.

Roll Call:

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

- **RESOLUTION NO. 2025–30: Setting Housing Choice Voucher Payment Standards**

  Chairman Considine introduced the following resolution:

RESOLUTION NO. 2025 - 30

SETTING HOUSING CHOICE VOUCHER PAYMENT STANDARDS

WHEREAS, HUD has published both Fair Market Rents (FMRs) and Small Area FMRs for Fiscal Year 2026; 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 meet criteria set forth by HUD to go up to 120% 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, 2026.

After discussion, Vice Chair Malter moved to motion, second by Commissioner Barnes to adopt Resolution 2025-30.

Roll Call:

Ayes: Considine, Malter, Barnes, Idleburg, Nozicka, Stackhouse

Nays: None
Absent: Roberson
Abstain: None
Motion: Carries

- **RESOLUTION NO. 2025-31: Employee Healthcare Benefit Recommendations FY 2026**

  Chairman Considine introduced the following resolution:

RESOLUTION 2025-31
EMPLOYEE HEALTHCARE BENEFIT RECOMMENDATIONS FY 2026

WHEREAS, the current employee healthcare benefits are effective until October 31, 2025; 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 as of the new FY 2026 on October 1, 2025; and

WHEREAS, Employee Healthcare Benefits renewal is effective November 1, 2025; and

WHEREAS, the Benefits Review Team considered the best interest of both the Authority and employees when determining the Benefit Recommendations for FY 2026; 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, 2025 until October 31, 2026.

After discussion, Vice Chair Malter moved to motion, second by Commissioner Barnes to adopt Resolution 2025-31.

Roll Call:

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

- **RESOLUTION NO. 2025-33 Approval of FY 2026 Operating Budget**

  Chairman Considine introduced the following resolution:

RESOLUTION NO. 2025-33
APPROVAL OF FY 2026 OPERATING BUDGET REVISION

WHEREAS, the attached FY 2026 Operating Budget Revision for the period October 1, 2025 through September 30, 2026 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 2026 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 2026 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 2026 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.

After discussion, Vice Chair Malter moved to motion, second by Commissioner Nozicka to adopt Resolution 2025-33.

Roll Call:

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

Commissioner Roundtable- Chairman Considine asked if there were any new non-agenda items to discuss. There were none.

Executive Session – Personnel Matters and Litigation

(5 ILCS 120/2) Sec. 2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

(5 ILCS 120/2) Sec. 2(c)(11)
Litigation, when an action, affecting or on behalf of the particular public body has been filed and is pending begore a court… or when the public body finds that an action is probable or imminent.

There being no further business to come before the Board, Chairman Considine moved, seconded by Commissioner Roberson to adjourn the meeting

ADJOURNMENT

There being no further business to come before the Board, The Board voted unanimously in favor adjournment. The meeting was adjourned at 3:26pm.

_____

Kevin Considine
Chairman
Board of Commissioners
Lake County Housing Authority

ATTEST:

_____

Lorraine Hocker
Executive Director/Chief Executive Officer
Secretary/Treasurer