



Lake County Housing Authority Board of Commissioners

Minutes of the Regular Meeting December 19, 2024

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake was held November 21, 2024, at O'Toole's, 412 N Milwaukee Ave, Libertyville, IL 60048.

Present: Kevin Considine, Chairman
Susan Malter, Vice Chair
Dr. Charles Nozicka, Commissioner
Beverly Stackhouse, Commissioner

Absent: LaShaundra Barnes, Commissioner
John Idleburg, Commissioner

LCHA Staff: Lorraine Hocker, Executive Director/CEO
Tamara Harrington, Assistant Finance Manager
Heidi Semenek, Director of FSS and Special Programs
Katrina Gofron-Ellison, Executive Assistant
Tracey Heleniak, 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, December 17, 2024, 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, Chairman Considine called the meeting to order at 1:15 p.m. Roll call was taken, and the following Commissioners were present: Considine, Malter, Nozicka, Stackhouse, as well as LCHA members Hocker, Harrington, Semenek, Gofron-Ellison, Heleniak. Absent: Commissioner Barnes, Commissioner Idleburg.

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. December 19, 2024, are to be read at the appropriate time in the agenda. There were no public comments.

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

MINUTES 11/21/24 – Regular Meeting Minutes Approval

Commissioner Stackhouse moved, seconded by Vice Chair Malter, to approve the Minutes of the November 21, 2024, Regular Sessions. The Board voted as follows: Ayes: Considine, Malter, Nozicka, Stackhouse. Abstain: None. Nays: None. Absent and Not Voting: Barnes, Idleburg. Motion carries.

FINANCE REPORT AND APPROVAL OF BILLS

Ms. Harrington presented the Financial Report for November 2024 and reported the following:

1. The Financials for Novembers are good. There were no huge discrepancies from what was expected aside from HCV.
2. AMP 5 had a low amount of revenue due to property sales.
3. Amps 4 and 5 will continue to decline as we continue to sell off properties which has been discussed previously.
4. HCV – HAP (Landlord payments) is negative while Admin expense is on target. The expectation is that we will recover these funds next year with the increase in funding due to higher utilization.
5. CHC – has a higher net income due to the savings on payroll with Ofelia’s retirement.
6. BA – Business Activities – There are not as many expenses for rental properties because the maintenance is lower than Public Housing side.

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

Vice Chair Malter and Commissioner Stackhouse spoke about the Finance Project Committee project they want to focus on for 2025. They will work together and once the LCHA Audit is submitted and Yardi is up to speed, they will meet with Mr. Kelly and Ms. Harrington about next steps.

REPORTS

The following reports for November 2024 were provided:

Maintenance, Assets	Brian Snook, Director of Public Housing
Property Disposition.....	Derek Eovaldi, Property Disposition Coordinator
Public Housing	Brian Snook, Director of Public Housing
Housing Choice Voucher, PBV ¹ ,	Gilma Beachem, HCV Intake Program Manager, Portability & Collections
FSS ² , Mainstream Vouchers & FUP ³	Heidi Semenek, Director of FSS & Special Programs
Housing Counseling	Elizabeth Werning, Manager of Housing Counseling
Information Technology	Michelle Perkins, Operations Deputy
Human Resources.....	Christine Pryor, Senior Human Resources Generalist
FOIA/OMA ⁴ , Travel-Training	Tracey Heleniak, Executive Assistant/FOIA & OMA Officer

¹ Project-Based Vouchers

² Family Self-Sufficiency Program

³ Family Unification Program

⁴ Freedom of Information Act/Open Meetings Act

ED Report for November 2024

1. On November 12th, LCHA celebrated the Holidays with its public housing senior residents by hosting its annual holiday feast. Staff and residents came together, shared food, smiles, and laughter.
2. Ms. Hocker attended via Zoom the Job Center Partner Cross-Training Event, sponsored by the Job Center of Lake County. The agenda included Climate and Equity Jobs Act (CEJA), Veteran Services, and Networking updates from various organizations.
3. On November 19th, Ms. Hocker attended a Voucher Stakeholders Check-in Call, which included members of the Lake County Government, PADS and Art of Recovery Services (AOR).
4. Also on November 19th, Ms. Hocker participated in a Brookstone and Regency at Coles Park Update call.
5. LCHA staff celebrated Thanksgiving on November 20th with a private luncheon.
6. General Monthly Notes:
 - a. Ms. Hocker and Staff continue with monthly calls to review Utilization and Occupancy and Demo/Dispo, in addition to IAHA and NAHRO.
 - b. Monthly Check-in with LCCH for Special Program referrals from the COC.
 - c. Ms. Hocker attended the CBRAP HSS Biweekly Check-In calls with IHDA.

Chairman Considine asked Ms. Hocker how long it takes to turn around a unit. Ms. Hocker responded that it the goal is 15 days, but it should take between 7-10 days. Some units may need extensive work, which would take longer.

NEW BUSINESS

After discussion, Chairman Considine introduced the following Resolution:

RESOLUTION 2025-01

AMENDING 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; and

WHEREAS, this amendment is specific to the 60085 and 60087 zip codes to support the integumental agreement between Waukegan Housing Authority [WHA], North Chicago Housing Authority [NCHA] and Lake County Housing Authority.

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 January 1, 2025.

PROPOSED VOUCHER PAYMENT STANDARDS

Zip	0	1BR	2 BR	3BR	4BR	5 BR
60002	1250	1340	1510	1940	2280	2622
60010	2190	2340	2640	3390	3980	4577
60011	1470	1570	1770	2280	2670	3070
60013	1440	1539	1737	2232	2619	3012
60015	2190	2340	2640	3390	3980	4577
60020	1370	1470	1660	2130	2500	2875
60021	1872	1998	2259	2898	3411	3923
60030	1630	1740	1970	2530	2970	3415
60031	1630	1740	1970	2530	2970	3415
60035	2070	2220	2530	3220	3810	4381
60040	1790	1910	2160	2770	3260	3749
60041	1190	1280	1460	1925	2200	2530
60042	1674	1782	2016	2592	3042	3499
60044	1566	1674	1890	2430	2853	3281
60045	2190	2340	2640	3390	3980	4577
60046	1500	1600	1800	2350	2700	3105
60047	1970	2110	2390	3060	3600	4140
60048	1710	1830	2070	2660	3120	3588
60050	1422	1521	1719	2205	2592	2981
60051	1771	1903	2167	2761	3267	3756
60060	1660	1770	2000	2570	3020	3473
60061	1890	2030	2310	2940	3480	4002
60064	1190	1280	1440	1850	2170	2495

Zip	0	1BR	2 BR	3BR	4BR	5 BR
60069	1971	2106	2376	3051	3582	4120
60073	1590	1700	1920	2470	2900	3335
60074	1377	1476	1665	2142	2511	2888
60081	1420	1530	1740	2220	2620	3013
60083	1728	1845	2097	2682	3159	3633
60084	1370	1470	1660	2130	2500	2875
60085	1260	1350	1520	1950	2290	2634
60087	1330	1430	1610	2070	2430	2795
60089	1990	2140	2440	3110	3680	4232
60096	1230	1320	1500	1910	2260	2599
60099	1280	1380	1570	2000	2370	2725

After discussion, Vice Chair Malter moved, seconded by Commissioner Dr. Nozicka, to adopt Resolution 2025-01.

Roll Call Vote:

Ayes: Considine, Malter, Nozicka, Stackhouse

Nays: None

Absent: Barnes, Idleburg

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 19th day of December 2024.

After discussion, Chairman Considine introduced the following Resolution:

RESOLUTION 2025-10

**APPROVAL OF THE RENEWAL OF PROPERTY, LIABILITY & WORKERS
COMPENSATION INSURANCE**

WHEREAS, 24 CFR 965.205, states the Annual Contributions Contract (ACC) between PHAs and the U. S. Department of Housing and Urban Development requires that PHAs maintain specified insurance coverage for property and casualty losses that would jeopardize the financial stability of the PHAs.

WHEREAS, the insurance coverage is required to be obtained under procedures that provide for open and competitive bidding, the HUD Appropriations Act for Fiscal Year 1992 provided that PHA could purchase insurance coverage without regard to competitive selection procedures when it purchases it from a nonprofit insurance entity owned and controlled by PHAs approved by HUD in accordance with standards established by regulation. Procurement of insurance from other entities is subject to competitive election procedures.

WHEREAS, AHRMA is nonprofit insurance entity owned and controlled by PHAs and approved by HUD; and

WHEREAS, it is the recommendation of the Executive Director to renew with the current provider AHRMA, at an annual cost of \$400,847.00.

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Housing Authority of the County of Lake authorizes the Executive Director to renew the property, liability, and workers compensation insurance contract with AHRMA.

After discussion, Vice Chair Malter moved, seconded by Commissioner Dr. Nozicka, to adopt Resolution 2025-10.

Roll Call Vote:

Ayes: Considine, Malter, Nozicka, Stackhouse

Nays: None

Absent: Barnes, Idleburg

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 19th day of December 2024.

COMMISSIONER ROUNDTABLE

New Commissioner

- Ms. Hocker mentioned that our new Commissioner, Pastor Eugene Roberson, will be joining us starting in January. She will be meeting with him in person early in the New Year.

HCV Repayment Report

- Chairman Considine noted that there were 12 repayment agreements defaulted. He asked what the next steps are. Ms. Hocker reported they go to the Illinois Debt Recovery Offset Portal (IDROP). They money is recouped from their taxes once taxes are field.

IGA

- Chairman Considine asked about the recent Intergovernmental Agreement (IGA) with North Chicago and Waukegan. This will help voucher holders find a place to live in a broader area.

Thank you

- Commissioner Stackhouse expressed her thanks to the Board for a good year, in which she learned a lot and enjoyed attending various conferences.

New Assistant Director for the Housing Choice Voucher Program

- Isabel Diaz Gallegos will be joining the LCHA team on January 6, 2025.
- She comes from DuPage Housing Authority and was interim Executive Director at Maywood Housing Authority.
- She has experience in the conversion from HAB to Yardi.
- Will help facilitate, train and create standard operating procedures and the workflow that is needed and necessary for the organization to continue. She'll offer a different insight and perspective.

ADJOURNMENT

There being no further business to come before the Board, The Board voted unanimously in favor adjournment. The meeting was adjourned at 1:36pm.

Kevin Considine
Chairman
Board of Commissioners
Lake County Housing Authority

ATTEST:

Lorraine Hocker
Executive Director/Chief Executive Officer
Secretary/Treasurer