

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake, Illinois, was held June 27, 2019, at the Lake County Housing Authority Central Office, 33928 North US Highway 45, Grayslake, IL 60030.

Present: (Physically present unless noted otherwise.)  
Dr. H. Lee Jordan, Jr., Chairman  
Susan Malter, Commissioner  
Beverly Mull, Commissioner  
Diana O'Kelly, Commissioner

Absent: Kevin Considine, Commissioner  
John Idleburg, Vice Chairman  
Curtis Robinson, Commissioner

LCHA Staff: Lorraine Hocker, Executive Director/CEO  
Khadija Darr, Chief Financial Officer  
Jeff Zimmermann, Director of Information Technology  
Valerie Rogers, Executive Secretary

Others Present: Jean Kenol, Authority Attorney

Posting of the notice of this rescheduled 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 4:00 p.m. on Tuesday, June 25, 2019 at the principal office, 33928 North US Highway 45, Grayslake, IL 60030 and on the Agency's website, [www.lakecountyha.org](http://www.lakecountyha.org). (See Exhibit 33)

#### ROLL CALL

Noting that a quorum of Commissioners was present, Chairman Jordan called the meeting to order at 4:00 p.m. Roll call was taken and the following Commissioners were present: Malter, Mull, O'Kelly, Jordan. Absent: Considine, Idleburg, Robinson.

#### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

#### PUBLIC COMMENT

Chairman Jordan opened the floor for public comment. No one requested to be heard.

#### MINUTES – 5/16/19 REGULAR MEETING

MINUTES – 5/16/19 EXECUTIVE SESSION – Personnel Issues, Pending & Probable  
Litigation, Real Estate Transactions

After discussion, Commissioner O'Kelly moved, seconded by Commissioner Mull, to approve the Minutes of the May 16, 2019 Regular Meeting and Executive Session Personnel Issues, Pending & Probable Litigation, Real Estate Transactions. The Board voted as follows: Ayes: Malter, Mull, O'Kelly, Jordan. Absent and Not Voting: Considine, Idleburg, Robinson. Motion Carries.

## FINANCE REPORT

The Board of Commissioners of Lake County Housing Authority requests that all bills are paid in a manner appropriate to avoid late fees. In addition, to facilitate a smooth, responsible financial operation the Board acknowledges disbursements may be made prior to the regular scheduled monthly Board meeting.

The list of bills and financial report was provided by Chief Financial Officer Khadija Darr.  
(See Exhibits 09, 10)

Khadija reported the total bills for the month were \$440,152.40. She stated a few large expenses contributed; a sizeable FSS Escrow account t payout, a contractor payment for our Environmental Reviews and an agency wide software upgrade.

Public Housing; rent collections were favorable at 106% and rent receivables were continuing to improve. Public Housing ran at a minimal deficit largely due to our pilot payment to Lake County for \$136,000.

Khadija stated the HCV program administration (salaries, benefits, etc.) was funded at 76% and housing was funded at 99.7%. HCV year-to-date reserves remain favorable. She explained administration funding is based on previous year when perhaps, there was less administrative expenses. HUD notified LCHA they will be doing a reconciliation on funding versus expenses.

Khadija said under Business Activities, there were two (2) redevelopment disbursements for Coles Park totaling \$83,980. Business activities operating reserves are favorable. They are earmarked for the completion of the redevelopment.

After discussion, Commissioner O’Kelly moved, seconded by Commissioner Malter to approve the list of bills as presented. The Board voted as follows: Ayes: Malter, Mull, O’Kelly, Jordan. Absent and Not Voting: Considine, Idleburg, Robinson. Motion Carries.

## REPORTS

The following reports for May 2019 were provided.

Capital Improvements, .....	Keon Jackson, Director of Asset Management
Procurement, Public Housing Program, Maintenance, LCHA Rentals	(Exhibit 01)
Housing Choice Voucher Program.....	Gilma Beachem, Dir. of Housing Choice Voucher (Exhibit 02)
Repayments & Investigations.....	Jennifer Clemons-Ferguson, Director of Compliance (Exhibit 03)
FSS <sup>1</sup> , FUP <sup>2</sup> , Housing Counseling.....	Heidi Semenek, Dir. of FSS & Special Programs (Exhibit 04)

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<sup>1</sup> Family Self-Sufficiency Program

<sup>2</sup> Family Unification Program

Human Resources..... Lefran Elgezdi, Director of Human Resources  
(Exhibit 05)

FOIA/OMA<sup>3</sup>, Travel-Training ..... Valerie Rogers, Executive Secretary/FOIA & OMA  
(Exhibit 06)

Other Matters

1. On behalf of the Board of Commissioners and staff of Lake County Housing Authority, Ms. Hocker welcomed newly appointed Commissioner Susan Malter. Ms. Hocker said Ms. Malter is an excellent addition to the Board and we are grateful to have her expertise and experience. Ms. Malter will fill the unexpired term of Scott Helton (until 4/16/21). Ms. Malter's commission has been properly recorded with the county and therefore, she is authorized to vote. (See Exhibit 07)
2. Ms. Hocker explained *HUD Strong Families* is an initiative that aims to empower men, women and children. It builds upon longstanding Father's Day efforts to involve fathers in the lives of their children. The focus includes mothers, children and parents of all kinds and provides an ideal opportunity for communities to deliver a wide variety of resources to families.

LCHA celebrated a *HUD Strong Families* event on Friday June 21, 2019 at Shiloh Park in Zion. Ms. Hocker expressed gratitude to Zion Mayor Billy McKinney and Commissioner Malter for joining LCHA for this time of empowering our families. LCHA was happy to welcome all to our celebration. (See Exhibit 08)

3. Ms. Hocker expressed congratulations to Director of Asset Management Keon Jackson as he has been appointed to the national Member Services Committee for NAHRO. This appointment reflects his leadership, dedication and service to our agency and community.
4. Ms. Hocker explained LCHA contracted with Anderson Environmental in October 2018 to conduct our environmental review services. They are finalizing our unit addresses in HUD's HEROS system. HUD's Office of Environment and Energy developed the HEROS online system for developing, documenting, and managing environmental reviews. Until this process is completed in HEROS, HUD will not authorize LCHA to use our grant funds from the Capital Fund Program.

OLD BUSINESS

Brookstone and Regency at Coles Park - Update

Regency is getting close to occupancy capacity and LCHA staff has been scheduling and conducting massive eligibility sessions to fill the units at Brookstone. Between 6/4/19 and 6/11/19, 229 applicants were contacted and given appointment dates to determine eligibility for units at Brookstone. Brookstone has not yet been issued an Occupancy Permit. On 6/12/19, ED/CEO Lorraine Hocker met with IHDA<sup>4</sup> and the entire Regency/Brookstone stakeholders in Chicago.

Ms. Hocker reported an issue that arose last week concerning the natural gas, affecting the hot water supply at Brookstone at Coles Park. She stated the service was interrupted for six (6) days. The outage was reported to the property manager. LCHA is neither the property manager nor the developer. LCHA

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<sup>3</sup> Freedom of Information Act. Open Meetings Act.

<sup>4</sup> (IHDA) Illinois Housing Development Authority

was then advised by email it had been restored after a partial day outage. On 6/17/19, after the email notifying her of the restored status, Ms. Hocker was contacted by North Chicago Mayor Rockingham reporting the gas was still not on. It was initially reported the delay in resuming service was due to an address discrepancy. The situation has been resolved.

#### OIG, DEC and Capital Fund Program Review – Update

LCHA was successful in having another finding removed from the OIG review thus further reducing our debt. (See Exhibit 32)

A review of our Capital Fund Program evolved from the DEC<sup>5</sup> review that began during February 2019. No formal report or recommendations have been issued. ED/CEO Lorraine Hocker, Director of Asset Management Keon Jackson and Chief Financial Officer Khadija Darr met with our Chicago Field Office to review the allocation of certain expenditures. The Field Office is providing us an opportunity to submit extensive documentation to address their concerns.

#### Midlothian Manor – Update

LCHA continues to explore avenues for the utilization of these units. Preliminary discussions with IHDA have been beneficial.

#### Mainstream Vouchers - Update

The practical method of implementation is still being formulated for the utilization of the Mainstream Vouchers. An important step forward in this process is on the Agenda (F) for approval.

Ms. Hocker introduced Brenda O’Connell, Continuum of Care Program Coordinator for Lake County and Irene Marsh-Elmer, Housing Grant Administration Specialist for Lake County. They explained

Ms. O’Connell stated she works for Lake County Community Development and she helps run the homeless service system. She assisted with the application for the Mainstream Vouchers and is working in partnership to develop the operational development of the program to deliver both the eligibility requirements and the preference for homeless individuals.

The homeless service system has aligned itself to better serve the homeless and connect them to permanent, supportive housing and services. It reduced eight homeless program lists to one central list.

A client can be added to the list in many ways; engaging with a street outreach worker, living in their car, utilized PADS and met with a case manager; stayed at SAFE Place/domestic violence shelter and their name was added or showed up at VA homeless walk-in center and their name was added. The intention is that through this list will come the referrals to Lake County Housing Authority for the Mainstream Voucher Program.

Those eligible are; the target non-elderly age (16-62), disabled (receiving a Federal disability or a doctor certification of disability) and a preference of homeless. Homeless, at this time, will not include those doubling up/living with another household or living in a hotel but those staying in a shelter or in a place not meant for human habitat.

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<sup>5</sup> (DEC) HUD Departmental Enforcement Center

NEW BUSINESS

Approval of Travel/Training Expenses for Executive Director and/or Commissioners

1. Executive Director/CEO Lorraine Hocker. 4/24/19  
HOPE Fair Housing Conference, Geneva, IL
2. Commissioner Beverly Mull. 6/2/19 – 6/6/19  
PHADA 2019 Annual Convention, Ft. Lauderdale, FL

Commissioners and the Executive Director/CEO must complete and submit a Travel Authorization Form or an Expense Report Form to the Board for approval by a roll call vote at an open meeting. The attached Expense Report Forms are presented for your approval.

After discussion, Commissioner O’Kelly introduced the following Resolution:

**RESOLUTION 2019-69**

**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)

After discussion Commissioner O’Kelly moved, seconded by Commissioner Mull to adopt Resolution 2019-69.

Roll Call Vote:

Ayes: .....Malter, Mull, O’Kelly, Jordan

Nays: .....None

Absent: .....Considine, Idleburg, Robinson  
Abstain: .....None  
Motion: .....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 27, 2019.

Change in Authorized Bank Signatories – Adding Deputy Director Ofelia Navarro

1. ADP – Payroll Checks
2. Wellspring Software – Accounts Payable Checks
3. The Illinois Funds – Money Market Fund – 2 Accounts
4. First Midwest Bank – LCHA & AIM
5. PNC Bank

Chief Financial Office Khadija Darr is requesting to add Deputy Director Ofelia Navarro as an authorized signer to all accounts.

After discussion, Commissioner O’Kelly introduced the following Resolution:

**RESOLUTION 2019-70**

**ADD AN AUTHORIZED SIGNATORY FOR THE**

**LAKE COUNTY HOUSING AUTHORITY BANK ACCOUNTS & RELATED CHECKS**

**DEPUTY DIRECTOR OFELIA NAVARRO**

**WHEREAS**, the Housing Authority of the County of Lake (LCHA), has funds held by The Illinois Funds, First Midwest Bank and PNC Bank; and

**WHEREAS**, the Housing Authority of the County of Lake generates checks through ADP and Wellspring Software as well as these bank accounts and  
; and

**WHEREAS**, the authorized persons listed for the Lake County Housing Authority accounts require updating based on the appointment of the new Deputy Director, Ofelia Navarro; and

**WHEREAS**, LCHA wishes Ofelia Navarro to be added as an authorized agent to sign/execute and submit all the necessary papers, letters, agreements, documents, writings, submissions etc. to the institutions listed above as may be required for day-to-day transactions, operations and correspondence;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners approves the actions needed to update the authorized persons listed for the LCHA bank accounts and check distribution companies listed above.

(See Exhibits 14, 15, 16, 17, 18, 19)

After discussion Commissioner O’Kelly moved, seconded by Commissioner Malter to adopt Resolution 2019-70.

Roll Call Vote:

Ayes: .....Malter, Mull, O’Kelly, Jordan  
 Nays: .....None  
 Absent: .....Considine, Idleburg, Robinson  
 Abstain: .....None  
 Motion: .....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 27, 2019.

Authorization for FY 2019/June Collection Losses – Public Housing

Chief Financial Officer Khadija Darr is requesting approval to write off outstanding debts owed to the agency by previous Public Housing and Housing Choice Voucher participants for Qtr. 3 of FY 2019.

After discussion, Commissioner Malter introduced the following Resolution:

**RESOLUTION NO. 2019-71**

**AUTHORIZATION FOR FY 2019/JUNE COLLECTION LOSSES – PUBLIC HOUSING**

**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.

<b><u>Account #</u></b>	<b><u>Amount</u></b>	<b><u>Amp</u></b>
0311-12	\$212.84	3
0531-3	\$4,262.86	4
0602-3	\$3,388.05	5
0015-2	\$10,401.94	Rentals
<b>Total</b>	<b>\$18,265.69</b>	

After discussion Commissioner Malter moved, seconded by Commissioner O’Kelly to adopt Resolution 2019-71.

Roll Call Vote:

Ayes: .....Malter, Mull, O’Kelly, Jordan  
 Nays: .....None

Absent: .....Considine, Idleburg, Robinson  
 Abstain: .....None  
 Motion: .....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 27, 2019.

Authorization for FY 2019/June Collection Losses – Housing Choice Voucher

After discussion, Commissioner Malter introduced the following Resolution:

**RESOLUTION NO. 2019 –72**

**AUTHORIZATION FOR FY 2019/JUNE**

**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.

<b><u>PROGRAM</u></b>	<b><u>AMT Owed</u></b>
S8	\$7,836
S8	\$12,175
S8	\$3,040
S8	\$7,620
S8	\$3,756
S8	\$8,461
S8	\$1,740
S8	\$2,100
S8	\$3,741
S8	\$3,730
S8	\$6,346
S8	\$725
<b>Total</b>	<b>\$61,270</b>

After discussion Commissioner Malter moved, seconded by Commissioner O’Kelly to adopt Resolution 2019-72.

Roll Call Vote:

Ayes: .....Malter, Mull, O’Kelly, Jordan

Nays: .....None

Absent: .....Considine, Idleburg, Robinson  
Abstain: .....None  
Motion: .....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 27, 2019.

Approval of Intergovernmental Agreement – North Chicago Housing Authority Housing Choice Voucher Program

At HUD’s request, LCHA wishes to enter into this Agreement allowing North Chicago Housing Authority (NCHA) to govern their Housing Choice Voucher (HCV) families residing in our jurisdiction while circumventing the formal portability process. This will be a benefit to NCHA’s HCV Program by expanding the rental choices for their 138 vouchers. This is a reasonable alternative to repositioning or forfeiting the program.

After discussion, Commissioner O’Kelly introduced the following Resolution:

**RESOLUTION 2019-73**

**APPROVAL OF ILLINOIS PUBLIC HOUSING AUTHORITIES COOPERATIVE**

**AGREEMENT – LCHA & NORTH CHICAGO HOUSING AUTHORITY**

**HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATION**

**WHEREAS**, the North Chicago Housing Authority (NCHA) through the U.S Department of Housing and Urban Development and pursuant to the Housing Authorities Act (“Act”) (310 ILCS10/1 et seq.) administers a Section 8 Housing Choice Voucher Program, wherein NCHA provides rental assistance via housing vouchers to low-income families; and

**WHEREAS**, NCHA serves families that may desire to reside in areas outside the corporate limits of North Chicago, but within Lake County; and

**WHEREAS**, NCHA has requested that Lake County Housing Authority (LCHA) allow NCHA to administer its HCV Program outside NCHA’s area of operation and within the Lake County Housing Authority’s (LCHA) area of operation; and

**WHEREAS**, Section 30 of the Housing Authorities Act provides that a housing authority may operate outside of its area of operation by contract with another housing authority (310 ILCS 10/30); and

**WHEREAS**, Lake County Housing Authority consents and agrees to allow North Chicago Housing Authority to operate and administer its HCV program within the Lake County Housing Authority’s area of operation as set forth in this Agreement; and

**WHEREAS**, the above-referenced PHAs are entering into this cooperative agreement in compliance with HUD regulations at 2 CFR 200.318 (e) for the express purpose of utilizing local resources and provide opportunities to underserved residents of both jurisdictions;

**NOW, THEREFORE, BE IT RESOLVED**, the attached Memorandum of Understanding will be incorporated as presented herein; and

**BE IT FURTHER RESOLVED**, this MOU commences on the date of signing this MOU by the signatories of the representative institutions and shall be in effect through June 30, 2021, unless earlier terminated or extended as provided therein.

(See Exhibits 22, 23)

After discussion Commissioner O’Kelly moved, seconded by Commissioner Mull to adopt Resolution 2019-73.

Roll Call Vote:

Ayes: .....Malter, Mull, O’Kelly, Jordan

Nays: .....None

Absent: .....Considine, Idleburg, Robinson

Abstain: .....None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 27, 2019.

Approval of Memorandum of Understanding – Lake County Coalition for the Homeless Regarding Mainstream Vouchers

This Memorandum of Understanding (“MOU”) is proposed between Lake County Coalition for the Homeless (LCCH) and Lake County Housing Authority (LCHA). The purpose of the MOU is to establish the parties’ intention to mutually agree and coordinate services between LCCH and LCHA to provide a supported path for non-elderly persons with disabilities who are transitioning out of institutional or other segregated settings, at serious risk of institutionalization, homeless, or at risk of becoming homeless, into permanent and affordable housing. It is a requirement to participate in the Mainstream Voucher Program.

After discussion, Commissioner O’Kelly introduced the following Resolution:

**RESOLUTION 2019-74**

**APPROVING MEMORANDUM OF UNDERSTANDING**

**LAKE COUNTY COALITION FOR THE HOMELESS – MAINSTREAM VOUCHERS**

**WHEREAS**, The Omnibus Appropriations Act, 2017 made approximately \$13 million available for new Section 811 Housing Choice Vouchers (known as Mainstream Vouchers) to assist non-elderly persons with disabilities; and

**WHEREAS**, the Lake County Housing Authority (“LCHA”) is a HUD-funded housing agency currently operating a Housing Choice Voucher Program; and

**WHEREAS**, LCHA wishes to assist eligible persons with disabilities and their families who are transitioning out of institutional or other segregated settings or at serious risk of institutionalization to

help further the goals of the Americans with Disabilities Act (ADA) as well as the homeless or at risk of being homeless; and

**WHEREAS**, HUD judged LCHA a qualified applicant and awarded LCHA fifty (50) Mainstream Vouchers for the FY 2017 Mainstream Voucher Program NOFA; and

**WHEREAS**, as required under the FY 2017 Mainstream Voucher Program, LCHA is obligated to formalize partnerships with agencies and various health and human services partner agencies or organizations to provide referrals, assist with a timely transition to a unit, and provide the opportunity to access any supportive services and supports; and

**WHEREAS**, LCHA desires to establish a formal partnership with the Lake County Coalition for the Homeless (LCCH), a Continuum of Care Program agency, to implement a Program Evaluation Plan and Tracking System thus complying with the Mainstream Voucher Program;

**NOW, THEREFORE, BE IT RESOLVED**, the attached Memorandum of Understanding will be incorporated as presented herein; and

**BE IT FURTHER RESOLVED**, this MOU commences on the date of signing this MOU by the signatories of the representative institutions and shall be in effect until terminated.

(See Exhibits 24, 25)

After discussion Commissioner O’Kelly moved, seconded by Commissioner Malter to adopt Resolution 2019-74.

Roll Call Vote:

Ayes: .....Malter, Mull, O’Kelly, Jordan

Nays: .....None

Absent: .....Considine, Idleburg, Robinson

Abstain: .....None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 27, 2019.

Memorandum of Understanding – Lake County Workforce Development Board - Discussion

The Lake County Workforce Development Board approached LCHA to execute a Memorandum of Understanding initiated in 2018. The MOU describes cost sharing, service access, service delivery and other matters essential to the establishment of effective local workforce development services under WIOA<sup>6</sup> (§678.705).

The MOU will be used as an essential tool for achieving a key goal of WIOA – establishing an integrated and effective local workforce delivery system that produces the skilled workers that businesses in Lake County and regional economies require. The MOU is intended to reflect the shared vision and commitment of the Workforce Development Board and required partners to high-quality workforce

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<sup>6</sup> The Workforce Innovation and Opportunity Act (WIOA)(Pub.L.113-128)

development systems and centers, and be consistent with the vision articulated by the Federal government and State, regional and local planning priorities. (See Exhibit 26)

Authorization to Execute The Conditional Commitment Letter For IHDA's Foreclosure Prevention Program Graduated Fund and To Accept the Grant

By Resolution 2019-64 on 5/16/19, the Board approved participation and acceptance of a grant for IHDA's Foreclosure Prevention Program (FPP). The grant was for \$76,500.00.

We have been notified of receiving another grant through IHDA's Foreclosure Prevention Program Graduated Fund (FPPG) for an additional \$83,130.00. We are very excited about these additional funds enhancing our ability to support the community. We are asking for Board approval to participate and accept the additional grant.

After discussion, Commissioner O'Kelly introduced the following Resolution:

**RESOLUTION 2019-75**

**AUTHORIZATION TO EXECUTE THE CONDITIONAL COMMITMENT LETTER FOR  
IHDA'S FORECLOSURE PREVENTION PROGRAM AND ACCEPT THE GRANT**

**WHEREAS**, the Board of Commissioners ("Board of Commissioners") of the Housing Authority of the County of Lake, an Illinois not for profit corporation (the "Corporation"), do hereby adopt the following resolutions all of which are in accordance with the Articles of Incorporation and the By-Laws of the Corporation; and

**WHEREAS**, the Illinois Housing Development Authority (the "Authority") has issued and the Corporation has accepted, that certain Conditional Commitment Letter (together with any amendments thereto, the "Commitment"), pursuant to which the Authority has agreed to issue a grant from the Foreclosure Prevention Program (the "Program") to the Corporation in an amount not to exceed Eighty Three thousand one hundred and no/100 Dollars (\$83,100.00) (the "Grant") and the Corporation will use the Grant funds solely and exclusively for eligible activities in connection with Program and for no other purpose; and

**WHEREAS**, the Board of Commissioners deems it to be in the best interest of the Corporation to enter into the Commitment and accept the Grant;

**NOW, THEREFORE, BE IT RESOLVED**, the Corporation hereby accepts the Grant; and

**BE IT FURTHER RESOLVED**, that the Corporation shall enter into a Program Funding Agreement for the Program (the Agreement") with the Authority wherein the Corporation agrees to perform Program services in return for the Funds; and

**BE IT 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

**BE IT FURTHER RESOLVED**, that any officer of the Corporation or Lorraine Hocker, Executive Director/Chief Executive Officer, without the necessity or requirement for the signature of another person, are hereby authorized, empowered, and directed to execute on behalf of the Corporation the Agreement, Commitment 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

**BE IT FURTHER RESOLVED**, that 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.

(See Exhibits 27, 28)

After discussion Commissioner O’Kelly moved, seconded by Commissioner Malter to adopt Resolution 2019-75.

Roll Call Vote:

Ayes: .....Malter, Mull, O’Kelly, Jordan

Nays: .....None

Absent: .....Considine, Idleburg, Robinson

Abstain: .....None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 27, 2019.

Approval and Authorization to Submit the Capital Fund Program (CFP) 5-Year Action Plan (2019-2023) and the Capital Fund Program (CFP) FY 2019 Budget

LCHA is required to submit a Capital Fund Program (CFP) Five-Year Action Plan and a CFP annual budget to HUD for approval on its Capital Fund Program open grants. LCHA uses a rolling Five-Year Action Plan and therefore, submits the Five-Year document annually.

The CFP Five-Year Action Plan must describe the capital improvements necessary to ensure long-term physical and social viability of the PHA's public housing developments, including the capital improvements to be undertaken within the five-year period, their estimated costs, status of environmental review, and any other information required for participation in the CFP, as prescribed by HUD. To be entitled to fungibility, PHA's must have an approved Five-Year Action Plan. Except in the case of emergency/disaster work, the PHA shall not spend Capital Funds on any work that is not included in an approved CFP Five-Year Action Plan and its amendments.

CFO Khadija Darr explained the CFP allows a PHA the option to allocate up to 20% of the Capital Fund budget to operations. LCHA has opted to allocate 10% to operations with the remaining to be used for capital expenditures as they are more constant.

Attached you will find the Resolution, the CFP Five-Year Action Plan (FY 2019-FY 2023) and the CFP FY 2019 budget.

After discussion, Commissioner O’Kelly introduced the following Resolution:

**RESOLUTION 2019-76**

**APPROVAL OF AND AUTHORIZATION TO SUBMIT**

**THE CAPITAL FUND PROGRAM (CFP) 5-YEAR ACTION PLAN (2019-2023) AND**

**THE CAPITAL FUND PROGRAM (CFP) FY 2019 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 2019 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) 2019-2023 describing capital improvements needed to ensure long-term viability of the Agency's public housing developments; and

**WHEREAS**, in FY 2019, 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**, that the Board of Commissioners of the Housing Authority of the County of Lake Approves and Authorizes the Submission of The Capital Fund Program 5-Year Action Plan (2019-2023) and the Capital Fund Program FY 2019 Budget to the U.S. Department of Housing and Urban Development as presented.

(See Exhibits 29, 30, 31)

After discussion Commissioner O'Kelly moved, seconded by Commissioner Malter to adopt Resolution 2019-76.

Roll Call Vote:

Ayes: .....Malter, Mull, O'Kelly, Jordan

Nays: .....None

Absent: .....Considine, Idleburg, Robinson

Abstain: .....None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 27, 2019.

Commissioner Roundtable - Discussion

Commissioner Malter reported she attended the Reform for Illinois luncheon last week on behalf of LCHA. Chicago Mayor Lightfoot was the main speaker. She focused on transparency in government and equity. Senators Melinda Bush and Robert Peters spoke of openness and ethics. Commissioner Malter wishes to discuss further the possibility of making audio recordings of the open Commissioners' meetings available to the public.

Commissioner Mull reported she enjoyed the NAHRO Summer Conference she attended in Ft. Lauderdale, FL. She became better acquainted with HUD acronyms and found the legislative session very informative.

Chairman Jordan welcomed newly appointed Commissioner Malter.

Commissioner O'Kelly wishes to discuss alternate start-times for the Board meetings when a more complete Board is in attendance.

Executive Session – Personnel Matters, Pending & Probable Litigation

At 4:50 p.m. Commissioner O'Kelly moved, seconded by Commissioner Mull, to go into Executive Session to discuss Personnel Matters and Pending & Probable Litigation. The Board voted as follows: Ayes: Malter, Mull, O'Kelly, Jordan. Nays: None. Absent and Not Voting: Considine, Idleburg, Robinson. Motion Carries.

The Board returned to open session at 5:12 p.m. and roll call was taken. Present: Malter, Mull, O'Kelly, Jordan. Absent: Considine, Idleburg, Robinson.

The Board discussed Personnel Matters and Pending & Probable Litigation. No action was taken during the Executive Session.

ADJOURNMENT

There being no further business to come before the Board, Commissioner O'Kelly moved, seconded by Commissioner Malter to adjourn the meeting. The Board voted unanimously in favor of the motion. Motion Carries. Meeting adjourned at 5:13 p.m.

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Dr. H. Lee Jordan, Jr.  
Chairman

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Lorraine Hocker, Executive Director/CEO  
Secretary/Treasurer