



Village of Arlington Heights
Housing Commission
Commissions Room, 2nd Floor
Arlington Heights Village Hall, 33 S. Arlington Heights Rd
Arlington Heights, IL 60005
August 16, 2023
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes of the June 21, 2023 Housing Commission Meeting

IV. REPORTS

- A. Regular Status Update on Inclusionary/Affordable Housing Projects

V. OLD BUSINESS

- A. Single Family Rehab Program Report
- B. Rental Registry Recommendation Update

VI. NEW BUSINESS

VII. OTHER BUSINESS

- A. Agenda Items for September Meeting

VIII. PUBLIC COMMENT

- A. Public Comment

IX. ADJOURNMENT

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Housing Commission
8/16/2023

Item: Minutes 6/21/2023

Department: Planning & Community Development

ATTACHMENTS:

Description

Minutes 6/21/2023

Type

Minutes

DRAFT

MINUTES OF A MEETING OF THE ARLINGTON HEIGHTS HOUSING COMMISSION VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS JUNE 21, 2023

IN ATTENDANCE:

Commissioners

Present: John Eggum Ken Kiefer David Miller
William Delea

Commissioners

Absent: Andre Arrington Janice Krinsky

Staff Present: Nora Boyer, Housing Planner/Staff Liaison

Others Present: George Motto, Resident/Senior Citizens Commission
Kathy Motto, Resident
Keith Moens, Resident

I. CALL TO ORDER

The meeting was called to order at 7:00 pm by Chairman Eggum.

II. ROLL CALL

Present: J. Eggum, W. Delea, K. Kiefer, & D. Miler

Absent: A. Arrington & J. Krinsky

III. APPROVAL OF MINUTES

A motion was made by Commissioner Kiefer, seconded by Commissioner Delea to approve the minutes of the April 19, 2023 with the correction of one typographical error. The motion was approved by voice vote.

III. REPORTS

A. Regular Status Update of Inclusionary Affordable Housing Projects

- Crescent Place Apartments - Under construction
- 3031 W Salt Creek Lane – No update this month.
- 116-120 W Eastman – Next step is to go to Plan Commission. Has been reviewed by the Housing Commission.

- 4 N Douglas – Reviewed by the Housing Commission. To be scheduled for Plan Commission.
- International Plaza/TIF 4 - No update this month.
- 1519-1625 S Arlington Heights Rd. – Went to early review before the Village Board in May 2023
- Arlington 425 – No update this month.

IV. OLD BUSINESS

A. Single-Family Rehabilitation Loan Program

Ms. Boyer reported that there has been no further movement on the pending cases. She reached out to the homeowners with respect to case 21-02 but has not heard back from them. This is the case where the owners also owned a home in Wisconsin which has reportedly been sold. Ms. Boyer said that she just received a call from someone inquiring about the program for a roof repair, and she will return that call.

B. Rental Registry Program

Ms. Boyer said that she has nothing new to report but she is reaching out to the Administration for an update.

V. NEW BUSINESS

A. Single-Family Rehabilitation Loan Program Review

Ms. Boyer explained that Housing Commission requested to review the eligibility requirements and loan terms of the Village's Single-Family Rehabilitation Loan Program. The Housing Commission requested information concerning which of the policies are:

:

1. Federal requirements where the Village has no discretion
2. Federal requirements where the Village has the ability to add to the requirements
3. Requirements entirely at the Village's option

Commissioner Eggum further explained that this came up because the program is severely underutilized. There is a desire to see if any local requirements impose burdens that unjustifiably discourage participation.

Commissioner Eggum reviewed the CDBG-funded Single-Family Rehab Program regulations and local options with the Housing Commission. Open discussion amongst the Commissioners resulted in clarification on the restriction that applicants may not own other real property. The consensus of the Commissioners is to recommend that this restriction be removed but that income from real property be included in the calculation of household income which is consistent with the federal method of treating the ownership of real property.

All program regulations and options were reviewed. Ms. Boyer provided clarification on multiple items.

Commissioner Kiefer asked if residential appraisals are done to determine the market value of the property, Ms. Boyer stated sometimes this is done to determine if there is sufficient equity in the property, and this expense is covered by the federal grant. Commissioner Kiefer asked if the maximum loan to value ratio should be increased from 85% to 90 – 100%. Commissioner Eggum acknowledged that if the loan to value is increased, the maximum loss per residence of \$25,000. The consensus of the Commissioners was that risk in increasing the loan to value ratio was outweighed by the possible benefit to residents in need of the program after putting down their saving to purchase the home. The members of the Housing Commission

also concurred that it was worth removing the minimum 2-year ownership requirement to make the program available to new residents even at the risk of assisting owners who may be planning to “flip” the home after a short time.

A motion was made by Commissioner Delea, seconded by Commissioner Miller to recommend to the Village Board that the Single-Family Rehabilitation Loan Program parameters be amended to remove the restriction that applicants not be allowed to own other real property in addition to their principal residence although income from such properties would be included in household income. The motion was amended to: 1) change the loan to value ratio under the program from 85% to 100%; and 2) remove the requirement that applicants have owned the home for a minimum 2-year prior to participation in the program. The motion was approved by voice vote.

B. Draft 2023 Annual Action Plan/Draft CDBG Budget

Ms. Boyer reported that the 2023 Annual Action Plan, including the CDBG budget, is posted on the Village website and is available for public comment. The draft CDBG budget was included in the Housing Commission's meeting packet. There were three requests (from Clearbrook, Little City Foundation, and Glenkirk) for group home rehabilitation grants that would involve renovations to a total of 5 homes. They are shown on the budget along with the Housing Commission's request for the Group Home Rehab Program of \$68,240. There is overlap between the individual group home requests and the Housing Commission's request for the Group Home Rehab Program.

The draft CDBG budget includes \$115,000 for the Group Home Rehab Program that would cover the 3 individual group home requests for the 5 homes. The draft CDBG budget includes \$32,419 for the Single-Family Rehab Program. This lower amount reflects the low participation rate of the past couple of years. Ms. Boyer mentioned that Arlington Heights and Mt. Prospect tend to have very similar patterns in the use of their CDBG-funded single-family rehab programs, and Mt. Prospect has suspended its Single-Family Rehab Program for next year due to low demand while it also reviews its program parameters.

VII. OTHER BUSINESS

A. Agenda Items for July Meeting

The Affordable Housing Plan for the Full Circle Communities permanently supportive housing building may be ready for review.

B. Public Comment

Mr. Moens had some questions about the draft CDBG budget.

Dr. Motto had some questions about the Single-Family Rehab Program. He suggested that there be increased communication between the Arlington Heights commissions so that program information like this can be shared. It was suggested that the program be advertised through the Senior Center.

C. Other

Commissioner Delea commented that he thinks he saw that new homes in Mt. Prospect are being required to have electric car charger hookup installed. He thought this would be of interest to the Housing Commission. Although of interest, Chairman Eggum commented that such a requirement may come under the purview of another commission.

VIII. ADJOURNMENT

A motion was made by Commissioner Kiefer, seconded by Commissioner Delea to adjourn the meeting at 8:00 pm. The motion was approved by voice vote.



Housing Commission
8/16/2023

Item: Single Family Rehab Program Report

Department: Planning & Community Development

ATTACHMENTS:

Description	Type
Single Family Rehab Program Report	Report

08/10/23
SINGLE-FAMILY REHAB PROGRAM STATUS REPORT – October 1, 2022 to September 30, 2023

FILE # SUFFIX	APPLICATION SUBMITTED	OUT TO BID	SCOPE OF WORK SUMMARY	STAFF COST ESIMATE	PROJ COST	CHANGE ORDERS	TOTAL PROJECT COST	PAID TO DATE	STATUS
21-02 DO1217	7/7/2021	By owner	Basement waterproofing and other	\$20,000					Second residential property in Wisconsin reported sold. Staff has contacted owner about scheduling a meeting to update application.
22-01 PI2403	5/20/2022		Replace wood decking on balcony; bathroom remodel due to water leaking in wall	\$15,000					Last contact (January 13, 2023) was that the owner was to schedule a lead-based paint inspection. The lead inspector called her and she said she is not ready. She said she would call him back but has not followed through.
23-01 830MA	3/17/2022								Determining eligibility. Sent letter on April 26, 2023 that additional information is needed concerning household income and mortgage. Owner has not responded.

SFR LOAN PROGRAM - FINANCIAL SUMMARY

2022/2023 CDBG ALLOCATION:	\$	100,000
21-02 Estimate	-	16,000 for waterproofing only
22-01 Estimate	-	15,000
TITLE SEARCHES/APPRAISALS/LEAD PAINT COSTS/PERMITS:	-	TBD
LESS PROGRAM INCOME NOT YET RECEIVED:	-	TBD
		\$69,000

Loans Repaid CDBG Fiscal Year To Date: 10/1/22 – 9/30/23

Case #	Date Paid	Yrs to Repayment	Amount	Reason sold (if known)
01-02	10/6/22	21 years	\$19,397	Unknown
10-01	4/6/2023	13 years	\$6,390	Unkown
	Total		\$25,787	