Village of Arlington Heights
Housing Commission
Commissions Room, 2nd Floor
Arlington Heights Village Hall, 33 S. Arlington Heights Rd.
Arlington Heights, IL 60005
July 17, 2024
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

A. Minutes 6/26/24

IV. REPORTS

A. Status Update on Inclusionary/Affordable Housing Projects

V. OLD BUSINESS

A. Single Family Rehab Program
B. Rental Registry Recommendation
C. 2024 Annual Action Plan and CDBG Budget
D. Arlington Heights Affordable Housing Trust Fund

VI. NEW BUSINESS

VII. OTHER BUSINESS

A. August 21, 2024 Agenda

VIII. PUBLIC COMMENT

IX. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact Erin Mercado, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, emercado@vah.com or (847)368-5793.

Housing Commission
7/17/2024

Item: Minutes 6/26/24

Department: Planning & Community Development

ATTACHMENTS:

Description	Type
Minutes 6/26/24	Minutes

DRAFT

MINUTES OF A MEETING OF
THE ARLINGTON HEIGHTS HOUSING COMMISSION
VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS
JUNE 26, 2024

IN ATTENDANCE:

Commissioners Present:	Ken Kiefer	Dave LoSavio	David Miller
	Janice Krinsky	William Delea	
Commissioners Absent:	Andre Arrington		
Staff Present:	Nora Boyer, Housing Planner/Staff Liaison		
Others Present:	Keith Moens,	Village Resident	

I. CALL TO ORDER

The meeting was called to order at 7:05 pm by Chairman Kiefer.

II. ROLL CALL

Present: K. Kiefer, J. Krinsky, D. Miller, W. Delea, & D. LoSavio
Absent: A. Arrington

III. APPROVAL OF MINUTES

A motion was made by Commissioner Miller, seconded by Commissioner Krinsky to approve the minutes of the May, 15, 2024 meeting. The motion was approved unanimously by voice vote.

III. REPORTS

Ms. Boyer provided the following report on projects that are subject to the Inclusionary Housing Ordinance.

- <u>Crescent Place</u>: Opened on November 15, 2023.
- <u>Grace Terrace</u>: The project is expected to return to the Village Board in July or August 2024.
- <u>International Plaza</u>: It is thought that the affordable housing developer, Northpointe Development, will be applying to the Illinois Housing Development Autority for a low-income housing tax credit allocation during the funding round that begins in the fall of 2024.
- <u>116-120 W Eastman</u>: Has been approved by the Village Board. A building permit application has not yet been received.

- Arlington Gateway: Has been approved by the Village Board. Application for a building permit is under review.
- 5 N Douglas: Housing Commission recommended approval of the Affordable Housing Plan. Has not yet gone to the Plan Commission.
- Arlington 425: No update.
- Berkshire Arlington Heights: Applied to IHDA for Low-Income Housing Tax Credits. A Plan Commission application has not been received. There are site plan issues.

V. OLD BUSINESS

A. Single-Family Rehab Program

Ms. Boyer reviewed the open cases:

- 23-03: Electrical work and re-roofing was done at this home. The file is being closed.

- 24-02: Is a new application. The owner is collecting bids. The scope of work is expected to involved replacement of plumbing pipes in the basement. The owner previously participated in the program, and the amount of loan funds for which she would be eligible is approximately the same ($11,000) as the balance available in the program through the end of this program year, which ends on September 30, 2024.

B. Rental Registry Recommendation

Ms. Boyer distributed two options for affordable housing questions to be considered for adding to the Village's Multi-Family License form. The goal is to add the affordability questions to the Multi-Family license form by October 2024 when the notice will go out that licenses are due to be renewed.

Commissioner Miller suggested a third option which would to ask that applicants provide the numbers of units of different sizes (i.e., number of bedrooms) that are within the rent ranges that were suggested. Chairman Kiefer requested that any other suggestions be emailed to Ms. Boyer or be brought for discussion at the July meeting of the Housing Commission.

There was a discussion of how the data will be used. The two uses discussed were: 1) to provide location information to persons asking at the Village about affordable housing options; and 2) to improve the Village's data regarding the amounts and locations of affordable housing for the purposes of policy development and proposed project review.

Commissioner LoSavio said that he had previously spoken with someone with an agency on the Northshore and the topic of affordable housing data was discussed. He said that he would follow up with the agency and suggested that a meeting take place about information that may be available and how it can be used.

C. 2024 Annual Action Plan and CDBG Budget

Ms. Boyer stated that the draft 2024 Annual Action Plan is currently available for public comment. The draft amount allocated for the Group Home Rehab Grant Program is $90,000 and the draft allocation for the Single-Family Rehab Loan Program is $62,688. The $90,000 for the Group Home Rehab Grant Program is enough to fund the three individual requests that were received from Little City Foundation, Shelter Inc., and Clearbrook plus about $15,000 extra that may need to be looked at if the cost fire suppression system currently being bid-out for the Shelter Inc group home exceeds the amount of grant funds approved to-date. The grant applications from Little City Foundation, Shelter Inc., and Clearbrook would be brought to the Housing Commission for review shortly after the new program year begins on October 1, 2024.

The CDBG allocation is approximately the same amount available this year including the $25,000 reallocation from the street resurfacing program.

The grant amounts for the Group Home Rehab Grant Program and the Single-Family Rehab Loan Program left $70,000 for 2024-2025 street resurfacing in CDBG-eligible Census Block Groups. In the past few years, the CDBG allocations for street resurfacing have been $125,000 to $150,000, but the total revenue is lower than is typical for the 2024-2025 program year.

The main sources of revenue are the new CDBG grant, program income from the repayment of loans made previously under the Single-Family Rehab Loan program, and carry-over funds from prior years. The new (2024) CDBG grant is higher this year than last year, but both the loan repayments and amount of carry-over funds are lower than is typical.

Mr. Moens asked about the CDBG allocations for public services. Ms. Boyer went through the total amount of the requests for public services and explained that there is a cap on the amount of CDBG funds that can be spent on services. Commissioner Krinsky clarified that the public service requests do not fall under the Housing Commission's purview. Ms. Boyer stated that comments such as whether general funds should be used to cover the gap between the requested amounts and the amount that can be funded with CDBG funds can be made at the July 15, 2024 public hearing on the Annual Action Plan.

VI. NEW BUSINESS

A. Missing Middle Housing

Ms. Boyer provided information about the topic of "missing middle housing" that is being discussed by the Metropolitan Mayors Caucus (MMC). The MPC has received a grant related to this topic and will be using it to offer technical assistance on missing middle housing to 6 municipalities. Ms. Boyer reported that Arlington Heights applied to be one of the 6 municipalities, but the municipalities have not been chosen yet. She further stated that if chosen, the MMC would welcome the participation of multiple people from the Village, and this could include a member(s) of the Housing Commission. Commissioner Delea responded that he would like to be involved in Arlington Heights is chosen.

VII. OTHER BUSINESS

A. July Meeting and Agenda

The July monthly meeting is scheduled for Wednesday, July 17, 2024 at 7 pm. Topics: 1) the affordability questions for the Multi-Family License Form; and 2) the Affordable Housing Trust Fund (current balance, status on the letters of interest). A refresher on activities eligible for CDBG funding will be presented at a future meeting.

B. Public Comment

None.

VIII. ADJOURNMENT

A motion was made by Commissioner Delea, seconded by Commissioner Krinsky to adjourn the meeting at 7:45 pm.

The Motion: Passed
Ayes: K. Kiefer, J. Krinsky, D. Miller, W. Delea, & D. LoSavio
Nayes: None
Absent: A. Arrington

Next Meeting: Wednesday, July 17, 2024 7:00 pm in the Commissions Room
Village Hall 2nd Floor

Housing Commission
7/17/2024

Item: Single Family Rehab Program

Department: Planning & Community Development

ATTACHMENTS:

Description	**Type**
Single Family Rehab Program	Report

June 17, 2024

SINGLE-FAMILY REHAB PROGRAM STATUS REPORT – October 1, 2023 to September 30, 2024

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
23-03 JU-631	8/22/2023	By Owner	Priorities: Upgrade electric Roof	$5,000 Revised: $30,000	Electric: $5,375 Roof: $19,441 Total: $24,816	$0 Roof decking: $385	$5,375 (electric) $19,756 (roof)	$25,131	Electrical work and re-roofing completed. Closing file.
23-04 CR810	9/8/2023	By Owner	Roof & gutters	$8,000	$9,775	$912.50	$10,687.50	$10,687.50	Completed.
24-01 CO1535	2/26/2024	By Owner	HVAC – emergency furnace replacement	$10,000	$9,876	$0	$9,876	$9,876	Completed.
24-02 HE408	3/26/2024	By Owner	Replace pipes						Owner is collecting bids

SFR LOAN PROGRAM - FINANCIAL SUMMARY

2023/2024 CDBG allocation:		$32,419.00
SFR Case 23-03	-	5,375.00
SFR Case 23-04		10,687.50
SFR Case 24-01	-	9,876.00
Title Searches/Appraisals/ Lead based paint tests/Permits:	-	650.00
		5,830.50
Budget transfer	+	25,000.00
Total available 3/2024		30,830.50
SFR Case 23-03 cont.	-	19,756.00
Estimated balance		11,074.50

Loans Repaid CDBG Fiscal Year To Date: 10/1/23 – 9/30/24

Case #	Date Paid	Yrs to Repayment	Amount	Reason sold (if known)
14-03	11/1/2023	9	8,815.00	Refinanced to reverse mortgage (see also 23-02)
23-02	11/1/2023	0	5,723.96	Refinanced to reverse mortgage (see also 14-03)
80-12	5/8/24	42	9,098.00	Selling home
90-05	6/12/24	34	22,102.00	Selling home
94-07	7/8/2024	30	32,224.09	Selling home
TOTAL			$77,963.05	

Housing Commission
7/17/2024

Item: Arlington Heights Affordable Housing Trust Fund

Department: Planning & Community Development

ATTACHMENTS:

Description	**Type**
Request for Letters of Interest Report	Exhibits

Memorandum

To:	Chairman and Members of the Housing Commission
From:	Nora Boyer, Housing Planner
Re:	Arlington Heights Trust Fund
Date:	February 9, 2024
Meeting Date:	February 21, 2024

Background

In 2013, the Village Board approved the creation of an Affordable Housing Trust Fund. The purpose of the Affordable Housing Trust Fund is to establish a separate Village funds "to address the attainable housing goals, policies and programs of the Village Board as stated in the Village Board's annual goals, the Village Code, and other Village policies by providing sustainable financial resources to address the Attainable Housing needs of Eligible Households in Arlington Heights and preserving and producing dedicated Attainable Housing" (Village Code Chapter 7, Section 7-1202).

Attainable Housing is defined as housing with a monthly cost that is 30% or less of an eligible household's monthly income. Eligible households are those with incomes at or below: 1) 80% of area median income for for-sale housing; and 2) 60% of area median income for rental housing.

Funds deposited in the Affordable Housing Trust Fund are primarily from the payment of linkage fees and payments in-lieu of providing affordable units required under the Village's Inclusionary Housing Ordinance. The current balance in the Affordable Housing Trust Fund is: $1,067,400.

Eligible activities for Funding under the Affordable Housing Trust Fund are those that support, in whole or in part, the following (Village Code Chapter 7, Section 7-1205):

> 1. Creation and preservation of Attainable Housing including, without limitation, new construction, rehabilitation, and adaptive reuse;
>
> 2. Acquisition and disposition, including without limitation, vacant land, single-family homes, multi-unit buildings, and other existing structures that may be used in whole or part to provide Attainable Housing;
>
> 3. Payments for costs incurred in connection with administering the Housing Trust Fund.

Housing Commission

With respect to the Affordable Housing Trust Fund, the Village Code (Section 6-504(e)(4)) lists the following under the powers, duties, and responsibilities of the Housing Commission:

> The Housing Commission shall make recommendations to the Village Board regarding the following:
>
> > 1) Goals for the use of Housing Trust Fund resources;
> >
> > 2) Annual Budget for the Housing Trust Fund;
> >
> > 3) Procedures for reviewing applications and awarding Housing Trust Fund resources to applicants;

4) Criteria to be used in reviewing applications and programs that utilize Housing Trust Fund resources;

5) Procedures to be used for disbursing Housing Trust Fund resources;

6) Review of applications and programs for Housing Trust Fund awards;

7) Procedures to be used to monitor Eligible Activities funded by the Housing Trust Fund to ensure that Housing Trust fund resources are used in conformance with all applicable requirements; and

8) Evaluation of Housing Trust Fund activities.

In 2021, the Housing Commission recommended priorities (attached) for the Trust Fund to the Village Board. On February 2, 2022, Village Board concurred with those priorities and directed staff to proceed with issuing a Request for Letters of Interest (RLI). The RLI (attached) was issued in October 2022 with a deadline of December 2, 2022. The review of the RLI was temporarily placed on-hold due to staff turnover; workload priorities; and the Village's enterprise resource planning (ERP) design, development, conversion and implementation process.

Responses to Request for Letters of Interest (RFLI)

The Village received 10 responses to the Request for Letters of Interest. All of the responses recommended projects that were identified as high priorities.

1. Types of Respondents

Non-Profit Entities: 4

- Organization Information
  - Locations
    - 3 located in the North/Northwest suburbs
    - 1 located in Chicago
- Organization Experience
  - Housing Types
    - 1 is an affordable housing developer that also provides other housing services to the public; administers the inclusionary housing programs for Evanston, Highland Park, and Northbrook
    - 2 are affordable housing developers/property managers with experience in partnering with other non-profit entities to provide services to building residents
    - 1 develops housing (i.e., group homes) with supportive services for their agency's clientele (i.e., children and adolescents who are abused, neglected, dependent or in need of supervision)
  - Experience with private and public financing (ex. Low-Income Housing Tax Credit program)
    - 3 of the 4 have significant experience with multi-layer private and public financing including programs such as Low-Income Housing Tax Credit, federal HOME funding, etc.)
    - The fourth (the group home owner) utilizes other sources of government funding (ex. CDBG), corporate and foundation grants, and contributions from private individuals.

For-Profit Entities: 6

- Organization Information
  - Locations
    - Chicago or Chicago Suburbs: 2
    - Wisconsin: 2
    - Ohio: 1
- Organization Experience
  - All have experience in developing affordable and rental housing (ranging from a total of 1,300 – 27,000 rental units)
  - Sizes
    - Small (fewer than 50 employees): 2
    - Medium (100 – 500 employees): 2
    - Large (over 500 employees): 2
  - All have experience with private funding and multiple sources of public funding (ex. Low-Income Housing Tax Credit Program)

2. Recommended Uses for Trust Fund

- 4 were requests for assistance with respect to specific sites for affordable housing projects in Arlington Heights
  - 1 group home/transitional housing
  - 1 permanent supportive housing building
  - 1 senior building
  - 1 mixed-income building

- Types of housing recommended
  - For families, seniors, persons with disabilities, and veterans (as per Village priorities). Also, people in need of supportive housing and persons experiencing homelessness.
  - Almost all focused on new construction, rental saying this is the type of housing for which financing is currently available.
  - Preservation of existing affordable housing was mentioned by some respondents as important but it was said to be more difficult to finance, it would require possible need to relocate existing tenants, etc.
  - Consider whether the Village would want to go deeper into affordability and use the tax credit averaging of affordability (i.e., development contain units at 30% - 80% of area median income provided they average 60% area median income so that more extremely low-income households are reached rather than the majority of the units being affordable in the 50%-60% of area median income range

- Most Frequently Recommended uses of Trust Fund Monies
  - Many recommended using Trust Fund monies as matching local funds. $50k - $100k per unit is the typical financing gap. Suggested 300k - $500k per development as local match from the Arlington Heights Trust Fund to leverage other funds such as through the Illinois Housing Development Authority.
  - Permanent financing for construction of units – low-interest or forgivable loans & grants
  - Some mentioned predevelopment costs or operating costs

3. Other Action the Village can Take
    - Identify sites for affordable housing
    - Donate Village-owned land, density bonuses, provide TIF funds when possible, consider waiving application fees, permit fees, and impact fees, abate sales taxes for construction materials, and reduce property taxes
    - Expedite the entitlement process
    - Assist with communication with Village residents & help build community support
    - Provide letters of support for other funders
    - Conduct a housing study and housing action plan

Next Steps

Staff will:
1. Further review the RFLI responses to develop deeper understandings/matches with the Trust Fund priorities.

2. Research criteria for identifying financing gaps and potential need for Trust Fund monies in site-specific development projects through evaluation of proformas, return on cost, and internal rate of return over periods of time but exclusive of predevelopment and operating costs.

3. Hold preliminary conversations with several non-profit and for-profit respondents to further refine the most beneficial uses of Trust Fund monies.

4. Return to the Housing Commission with a more detailed report.

Village of Arlington Height, IL
Affordable Housing Trust Fund Priorities

The Village of Arlington Heights Housing Commission and Village Staff underwent a process of developing priorities for the use of the Affordable Housing Trust Fund. On February 2, 2022, the Arlington Heights Village Board of Trustees concurred with the list of priorities. The Village may continue to further refine priorities for the Affordable Housing Trust Fund.

Full List of Priority Rankings (High, Medium and Low)

ACTIVITY TYPE 1: Creation and preservation of Attainable Housing including, without limitation, new construction, rehabilitation and adaptive reuse			
FOR-PROFIT Developer Activities			
High	Medium	Low	**HOMEOWNERSHIP** Activities:
		X	New construction of single-family homes
		X	New construction of multi-family units
	X		Preservation/Rehabilitation of existing single-family homes
	X		Preservation/Rehabilitation of existing multi-family units
		X	Adaptive Reuse of existing structures
			RENTAL Activities
		X	New construction of single-family homes
X			New construction of multi-family units
	X		Preservation/Rehabilitation of existing single-family homes
X			Preservation/Rehabilitation of existing multi-family units
	X		Adaptive Reuse of existing structures
NOT-FOR-PROFIT Developer Activities			
High	Medium	Low	**HOMEOWNERSHIP** Activities:
		X	New construction of single-family homes
		X	New construction of multi-family units
	X		Preservation/Rehabilitation of existing single-family homes
	X		Preservation/Rehabilitation of existing multi-family units
		X	Adaptive Reuse of existing structures
			RENTAL Activities
		X	New construction of single-family homes
X			New construction of multi-family units
	X		Preservation/Rehabilitation of existing single-family homes
X			Preservation/Rehabilitation of existing multi-family units
X			Adaptive Reuse of existing structures

X			New construction of group homes or supportive housing
X			New construction of transitional housing

ACTIVITY TYPE 2: Acquisition and disposition, including without limitation, vacant land, single family homes, multi-family buildings, and other existing structure that may be used in whole or in part to provide Attainable Housing			
High	Medium	Low	
		X	Land acquisition for affordable housing development (ex. Community Land Bank or Community Land Trust)
		X	Land acquisition for mixed income housing development
		X	Acquisition/disposition of single-family homes
X			Acquisition/disposition of multi-family buildings
X			Acquisition/disposition of housing to be used as group homes or supportive housing
	X		Acquisition/disposition of housing to be used as transitional housing
		X	Homebuyer assistance (ex. down payment assistance program)
		X	Tenant based rental assistance (rent subsidies to landlords for low/mod income households)
		X	Project based rental assistance (monthly rent subsidies to make units affordable)
			Other

ACTIVITY TYPE 3: Payments for costs incurred in connection with administering the Housing Trust Fund			
High	Medium	Low	
X			Costs incurred in connection with administering the Housing Trust Fund (5 – 15% is typical)
X			Payment for costs of consultant services for concepts, architectural services, or other pre-construction services for Village-initiated developments
	X		Payment for costs of consultant services for concepts, architectural services, or other pre-construction services for developer-initiated developments
X			Costs associated with working with a non-profit partner to develop concepts or other pre-construction work for Village-initiated projects
	X		Costs associated with working with a non-profit partner to develop concepts or other pre-construction work for developer-initiated projects

PRIORITY POPULATIONS: For Trust Fund Activities			
High	Medium	Low	
X			Senior/Elderly: Households with at least one household member ___ years of age or older
X			Veterans: Households in which one or more persons is a military veteran
X			Disabled: Households in which one or more persons 18 years of age or older is severely disabled
X			Current Arlington Heights Residents
X			Employees of Arlington Heights Businesses
			Other

FORMS OF ASSISTANCE: To be provided through the Trust Fund			
FOR-PROFIT Developer Assistance to create more affordable units or make units affordable to lower income levels			
High	Medium	Low	
		X	Predevelopment costs (ex. feasibility studies, design)
		X	Grants
	X		Zero or low interest loans
	X		Deferred zero or low interest loans
	X		Forgivable loans
	X		Long term (ex. 99 year) lease of Village owned property
X			Zero or low interest loans to private, for-profit developers to make units more affordable
	X		Long term lease (ex. 99 years) of property purchased by the Village
NOT-FOR-PROFIT Developer assistance to create more affordable units or make units affordable to lower income levels			
High	Medium	Low	
	X		Predevelopment costs (ex. feasibility studies, design)
	X		Grants
X			Zero or low interest loans
X			Deferred zero or low interest loans
X			Forgivable loans
	X		Long term (ex. 99 year) lease of Village owned property
	X		Grants to non-profit developers to make units more affordable
X			Long term lease (ex. 99 years) of property purchased by the Village

OTHER CONSIDERATIONS			
High	Medium	Low	
X			Leveraging of other funds
	X		Sustainability (Green/LEED)
X			Proposals to provide units lower than maximum income eligibility (ex. affordable to 30% or 50% AMI rather than 60% AMI for rental)

Village of Arlington Heights, Illinois
Request for Expressions of Interest
Affordable Housing Trust Fund

I. Introduction – Request for Expressions of Interest (ROEI)

The Village of Arlington Heights is in the pre-project development phase with respect to utilizing the funds in the Village of Arlington Heights Affordable Housing Trust Fund ("Trust Fund"). The Village is releasing this REOI in order to identify for-profit developers, non-profit developers, or other partners that may be interested in submitting a response to a future Request for Proposals (RFP) to utilize portions of the Trust Fund monies or in becoming a partner with the Village on affordable housing initiatives.

The submissions that the Village receive to this REOI will be used to:

- Gauge interest in opportunities to utilize the Trust Fund monies, identify potential partnerships, and help refine the Village's vision for its first Trust Fund supported project(s).
- Refine the housing type(s), affordability level(s), target population(s), etc. for the first project(s) to be supported by the Trust Fund.
- Identify opportunities for leveraging other funding sources with Trust Fund monies.
- Identify barriers to potential project(s).
- Develop an interested parties list to receive additional information regarding Trust Fund activities.

The Affordable Housing Trust Fund Ordinance (Attachment A - Ordinance 13-037) states the purpose, eligible activities, and beneficiaries of the Trust Fund. Recently, the Village developed priorities for use of the Trust Fund Monies (Attachment B). The Trust Fund is primarily funded by fees collected under the Village's Inclusionary Affordable Housing Ordinance (Attachment C – Ordinance 20-025). The Inclusionary Affordable Housing Ordinance includes information on the Village's affordability goals and target income qualification and housing costs for target populations. The Inclusionary Housing Ordinance is supplemented by the Inclusionary Housing Guidelines (Attachment D). The Village has provided some basic demographic information about our community (Attachment E). The current balance in the Trust Fund is $885,000. The Village may allocate these funds to one or more projects.

It should be noted that responding to this REOI is not a pre-requisite for participating in a future Request for Proposals or other activities involving the Affordable Housing Trust Fund. Responding to this REOI also does not obligate any commitment on the part of the respondent.

II. Request for Expression of Interest – Scope of Interest Submittal

Responses to this REOI are to be 3 - 5 pages in length summarizing the company/team, affordable housing qualifications, experience with developing and managing affordable housing, the company/team's vision for the type of affordable housing that the company/team recommends that the Village pursue (i.e., refining of Village priorities) with reasons, and recommendations for specific amount and uses of the available Trust Fund monies for the recommended project.

1. Organization Information
    a. Name of Organization
    b. Street Address
    c. Telephone Number
    d. Website Address
    e. Status as a For-Profit or Non-Profit Entity
    f. Name of Respondent's Principal Contact for this ROEI
    g. Respondent Principal Contact's Direct Telephone Number
    h. Respondent Principal Contact's Email Address

2. Organization Experience
    a. Organization background and experience in creating, preserving, and managing affordable housing. Include the types, numbers, and locations of affordable housing units the organization developed, currently owns, and/or currently manages.
    b. Describe the organization's current capacity to undertake an affordable housing project in Arlington Heights (i.e. number of staff, staff experience, financial capacity to incur pre-development costs, etc.).
    c. What sources of private and public funding has the organization used in the past to create and preserve affordable housing.
    d. Provide the names of the communities where the organization has partnered with a community to develop affordable housing.

3. Responses to Arlington Heights' Affordable Housing Trust Fund Priorities
    a. Describe your vision for type of development (including housing type, target populations, affordability levels, etc.) that your organization sees as having the most potential for a viable affordable housing project in Arlington Heights. This vision should be compatible with and further refine the Trust Fund priorities (Attachment B).
    b. What does your organization see as the most productive use(s) of the Affordable Housing Trust Fund monies? Provide amounts from the current trust balance (or percentages) your team advises be allocated for each use.

c. Beyond providing funding from the Affordable Housing Trust Fund, what are the most important roles the Village can take in supporting an affordable housing development in the Village?

III. Process

Submissions will be reviewed by Village Staff and the Housing Commission. The Village may request to interview some respondents in order to assist the Village in further defining its goals and priorities for the Trust Fund monies. If an RFP is issued at a future date it will be sent to all respondents.

IV. Timeline

Release of REOI: October 7, 2022
REOI submittal deadline: December 2, 2022 at 5:00 pm
Respondents will receive information on the progress and outcome of the Village's review.

Respondents are encouraged to send their submissions via email to nboyer@vah.com but may alternatively send a hardcopy (via U.S. Mail or other delivery service) to:

Nora Boyer, Housing Planner
Village of Arlington Heights
33 S. Arlington Heights Road
Arlington Heights, IL 60005
nboyer@vah.com

Attachments

A. Affordable Housing Trust Fund Ordinance
B. Affordable Housing Trust Fund Priorities
C. Inclusionary Housing Ordinance
D. Inclusionary Housing Guidelines
E. Arlington Heights Demographic Information