



MINUTES

President and Board of Trustees
Village of Arlington Heights
Committee-of-the-Whole
Board Room
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
May 9, 2016
7:30 PM

I. CALL TO ORDER

President Hayes called the meeting to order at 7:31 PM. The Pledge of Allegiance was recited.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

BOARD MEMBERS PRESENT: President Hayes, Trustees Blackwood, Farwell, LaBedz, Sidor and Tinaglia

BOARD MEMBERS ABSENT: Trustees Glasgow, Rosenberg, and Scaletta

STAFF MEMBERS PRESENT: Randy Recklaus, Village Manager; Charles Witherington-Perkins, Director of Planning & Community Development; Nora Boyer, Housing Planner; Eileen Hellstrom, Recording Secretary

IV. NEW BUSINESS

- A. Community Development Block Grant (CDBG) Budget for Program Year October 1, 2016 - September 30, 2017

TRUSTEE LABEDZ MOVED, SECONDED BY TRUSTEE SIDOR, THAT THE COMMITTEE-OF-THE-WHOLE CONVENE THE PUBLIC HEARING FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT.

THE MOTION CARRIED UNANIMOUSLY.

Charles Perkins, Director of Planning & Community Development, said pursuant to HUD regulations, a two part hearing is required to discuss the Community Development Block Grant (CDBG) budget and the requests from the agencies, and the second item is the Annual Action Plan. This budget

year will start October 1, 2016 with a completion date of September 30, 2017 due to the transition from fiscal year to the Village joining the Cook County Home Consortium which requires the Village to align its Annual Action Plan/CDBG program and fiscal year with that of Cook County and the Federal government.

Federal 2016 Entitlement Grant:	\$249,746
Previous Year Carry-Over:	\$106,927
Projected Program Income:	<u>\$ 50,000</u>
Total:	\$406,673

Mr. Perkins said there is an estimated budget of \$406,673. There are certain caps and limits that the Village has to abide by under Federal regulations.

The following are the guidelines for the expenditure categories:

- **Public Service Activities Cap** – The maximum funding for public service activities is 15% of the sum of the Federal 2016 CDBG Entitlement Grant and the estimated prior year's (2015-2016) program income of approximately: \$55,550 (rounded).
- **Administrative Services Cap** – The maximum funding for administrative services is 20% of the sum of the 2016 Federal CDBG Entitlement Grant and anticipated FY 2016-2017 program income of \$50,000:
\$60,000 (rounded).
- **Brick and Mortar Projects** – If the Village elects to expend the full amounts allowed under the caps for public service activities and administration, the amount available for brick and mortar and economic development projects is the total amount of CDBG funds available for FY 2016-2017 less the amounts of the two caps:
\$296,123.
- **Low and Moderate Income Benefit** – A minimum of 70% of the total CDBG funds for 2016-2017 must benefit low and moderate income persons: \$285,000 (rounded).

In accordance with the approved budget calendar, a second public hearing will be held by the Village Board. This will follow the 30-day public comment period during which the proposed Consolidated Plan will be available for public comment.

President Hayes thanked all the agencies for all they do for those in need in Arlington Heights and surrounding suburbs.

Charles Warner of Faith Community Homes explained that Faith Community Homes' mission is to move families out of poverty and into financial stability. This is accomplished by bringing families into their

program for up to two years along with financial support. They ask families to pay 30% of their income towards rent and Faith Community Homes pays the balance. The most important thing they do is provide case management and mentoring for families. They help families budget their resources. Another important thing the mentors provide is to help families figure out ways to increase their income, through improved employment. Over the last thirteen years, Faith Community Homes has been able to help 86% of the families they have served. The families are in a better position at the completion of the program and are no longer at risk of losing their home. The grant request from the Village (CDBG) is \$2,500.

Rhonda Serafin of Township High School District 214 Community Education Foundation said this is a program that serves eligible non-native speakers of the English language who could benefit from beginning lessons in English as a second language by providing them with classroom instruction at the Arlington Heights Memorial Library. They serve immigrants in the area who speak very limited English. The instructor of this program teaches them beginning English as a second language in the context of computer usage and library usage. As they learn more English they learn how to use the computer and they learn the many resources offered at the library. They have twenty-two residents of Arlington Heights in the program this year. The grant request from the Village (CDBG) is \$1,500.

Trustee Farwell asked what the length of the program is.

Ms. Serafin replied that it is an on-going program and it depends on the person. The individual can stay in the program as long as necessary.

Trustee Farwell asked how long the average person stays in the program.

Ms. Serafin replied about one year and then they move on to other programs.

Jim Huenink of Northwest Center Against Sexual Assault (CASA) said this program is based in Arlington Heights and has been here since 1978. Arlington Heights is one of thirty communities they serve in Cook County. They are considered a rape crisis center and provide comprehensive services for sexual assault for all ages. They work with children from the age of three and their oldest client is in her nineties. About 30% of their clients are under the age of 18. The funds support the counseling and advocacy services for Arlington Heights residents. This is a 24 hours a day, seven days a week service. They provide a very professional service to victims for free. They also provide community education in the schools. They started a new program where they recruit people from the community. One resident from Arlington Heights has her Masters' Degree in Counseling. CASA provides training and supervision for volunteers such as this resident so they can work with this agency to provide counseling services to clients. The grant request from the Village (CDBG) is \$2,500.

Trustee Sidor asked, regarding the Master's Degree level resident, are they

being trained and supervised at the doctoral level of psychology.

Mr. Huenink replied that these individuals have their Master's Degree in Counseling or Social Work and if they want to volunteer for CASA, they are trained and given on-going clinical supervision. When a client is assigned to them, they will give them instruction on how to serve that client.

Trustee Sidor asked who is providing the supervision.

Mr. Huenink replied it is a licensed clinical social worker.

Trustee Tinaglia said what CASA does is wonderful and it's clear to him that it is not an age restricted situation. Having them to assist the victim is critical.

Mr. Huenink talked about one of things they are starting in this community is a sexual assault response team. This would include the Arlington Heights Police Department and Kristin Eby, Victims Services Coordinator. They would be part of a network of agencies that would work together to coordinate services for victims.

Mark Parr of Children's Advocacy Center explained that this center provides a range of services for children who are victims of sexual abuse, physical abuse or witnesses to violence or other crimes. They work very closely with law enforcement at the time the cases are reported. They coordinate the work that's done by law enforcement, DCFS and the States Attorney's Office so the child is only interviewed once with the team of professionals. All their services are free and they are also a 24 hour agency. Each family is assigned an advocate who works with the team to ensure that a proper plan is in place and is a constant support person for the family. Last year they served 36 children from Arlington Heights. The grant request from the Village (CDBG) is \$2,500.

Trustee LaBedz asked what the age range of children served is.

Mr. Parr replied as young as three up to age seventeen. Primarily, about 90% of the children seen are because of sexual abuse allegation.

Trustee LaBedz thanked Mr. Parr for what they do.

Bea Pedersen of Wings Program said this organization is set-up and designed to provide shelter and supportive services for victims of domestic violence. Their vision, through these services, will end the cycle of domestic violence. They provide care which starts at the Safe House, then through permanent supportive housing such as shared and group homes and finally through transitional apartment living. A victim and their family can be in the Safe House for up to three months and in the continuum of care for up to two years. They have found that a victim who comes to Wings and takes

advantage of the many services provided, have a 95% success rate and will not return to the abusive situation. The grant request from the Village (CDBG) is \$10,000.

President Hayes said the 95% success rate is very impressive.

Frederick Stupen of Resources for Community Living said this program helps adults with special needs live independently. They do this through affordable housing options, supportive services, vocational services and social group activities. In fiscal year 2015 they served a total of 237 individuals. In Arlington Heights they served 30 individuals. The grant request from the Village (CDBG) is \$5,000.

Trustee Tinaglia is aware at Hersey High School they have a successful program for students with special needs and what happens to these young people after they age out of this kind of support. Where can they go to get the support they need. He thinks this is a wonderful program and thanks them for all they do.

Kelly Behrens of Escorted Transportation Service/Northwest (ETS) has been with this organization for about three years. This organization provides transportation for senior citizens to medical appointments through a network of volunteer drivers who use their own cars. They drive the senior citizen to their appointment, wait for them during their appointment and will bring them home. The average trip lasts about three hours. The average client they serve cannot use public transportation through the township. This year will be their tenth anniversary. They have provided over 23,000 rides and 14,000 of those to Arlington Heights residents which is about 60% of the rides. In this past year they served 330 Arlington Heights residents. The client is asked to give a financial donation of \$12 per round trip ride. They do not deny anyone service if they can't afford the cost of the ride. The grant request from the Village (CDBG) is \$3,500.

President Hayes said what a great program this is and asked if they are still looking for drivers.

Ms. Behrens said they are always looking for drivers and are flexible if someone wants to work only one day a week.

President Hayes asked what the requirements are to be a driver.

Ms. Behrens replied you have to be over 18 years old and have a desire to work with the elderly.

President Hayes asked if the office verifies that they have a valid driver's license and an operable vehicle.

Ms. Behrens replied that they do a criminal background check and a Department of Motor Vehicle check on all drivers.

Trustee Farwell asked if they keep certificates of car insurance on file for all drivers.

Ms. Behrens said the drivers are required to give the office a copy of their insurance and a copy of their driver's license.

Veronica Bate-Ambrus of Suburban Primary Health Care Council

thanked the Village for their support. No resident of Arlington Heights should have to make the difficult decision between paying for their rent or mortgage, paying for their utilities or going to see their primary care provider. No one should have to choose between putting meals on the table for their family or being able to afford their medication. Access to care is a primary care safety net for the uninsured or underinsured in suburban Cook County. Currently they serve 57 clients from the Village. Through their program primary care visits are \$5 and x-rays and labs are also \$5. They have a prescription benefit program of \$15 up to \$40. They recently had a budget cut with their largest and oldest funder, Cook County Health and Hospital System, who had to cut their funding in half. The grant request from the Village (CDBG) is \$10,000.

Sonia Ivanov of Northwest Compass, Inc. said their mission is to improve the community by providing supportive services such as education and stabilization to anyone that needs help in a crisis situation. The services they offer are counseling, a transitional living program, career coaching and money management. There are two new programs they would like to introduce. The first one is called Helping Youth on the Path to Empowerment (HYPE). Through this program NW Compass will assist homeless youths by having a safe place to store their belongings, emergency housing, laundry needs, access to food and basic job tools. Last year in the Arlington Heights school district there were 130 kids that were considered homeless. They help guide the youths through the process and be a support system for them. The Legacy Corp is the second program they recently acquired and this provides in-home respite care to the caregivers of veterans and active military families. There are more than 3000 veterans in the Arlington Heights area and some need help and support. The grant request from the Village (CDBG) for the HYPE program is \$10,000, and the grant request from the Village (CDBG) for the Legacy Corp program is also \$10,000.

President Hayes asked regarding the Legacy program, what are the requirements for an individual to have served in the military.

Ms. Ivanov replied they have to be honorably discharged to be a client.

Suzanne Ploger of Journeys/the Road Home said this is a comprehensive homeless service organization that serves Arlington Heights and 36 other communities in the North and Northwest suburbs of Cook County. In the past year they have served almost 900 clients through a variety of services. They have eighteen pad shelter locations that provide

emergency shelter and six are located in Arlington Heights. In the past year 10% of their clients came from Arlington Heights. Currently they are experiencing a 19% increase across the board of people they are serving. They have served over 100 Arlington Heights residents this past year. The grant request from the Village (CDBG) is \$4,500.

Mayor Hayes thanked Journeys/the Road Home for all they do with this much needed service.

Trustee Farwell asked about the 19% increase across the board and if it's due to the closure of other programs because of lack of funding.

Ms. Ploger replied yes that was correct.

Stacey Van Enkecurt of the Arlington Heights Park District is here to represent the Arlington Heights Park District CAP (Children at Play) before and after school program. This program is offered at ten elementary schools in Arlington Heights within Districts 21, 25 and 59. This program has been a joint effort between the school district, park district and the Village to provide a safe low cost program for families to care for their children. Without the support of these dedicated entities it would not be possible to serve the 930 plus children they are currently serving. This provides a safe, fun recreational program for the children. They stay at their school and participate in a variety of programs. They partnered with the library to come in and conduct programs. For families to qualify they must have low to moderate income and reside within Arlington Heights. The grant request from the Village (CDBG) is \$30,000.

Trustee Blackwood asked what the hours of operation are after school.

Ms. Van Enkecurt replied they are open until 6:00pm.

Trustee Blackwood asked if a parent comes late to pick up their child is there a charge.

Ms. Van Enkecurt said after the first ten minutes of being late, there would be a \$10 charge.

Trustee Blackwood asked what the hours were in the morning.

Ms. Van Enkecurt said they open at 7:00am until school starts.

Trustee Blackwood asked if they feed children breakfast.

Ms. Van Enkecurt replied they do offer a cold cereal and milk breakfast option.

Trustee Tinaglia said this is one of the rare opportunities as a Village where we partner with the park district, school and library. It's awesome that this

can be done together which helps families.

Denice Wolf Markham of Life Span said this program has been in operation for 38 years. They serve victims of domestic and sexual violence with counseling, advocacy and legal services. They expect to serve about 80 clients of Arlington Heights. In addition they provide programming to Hersey High School and serve about 100 students. They provide counseling in a few different ways, individual, group, children's groups and family meetings. They provide legal services in family law. One of their new programs provides special services for domestic violence and sexual assault that occurs on campuses. The grant request from the Village (DBG) is \$5,000.

Trustee LaBedz asked about the legal services and asked if it was different than the legal services provided other agencies such as WINGS.

Ms. Markham replied they employ twelve very experienced litigators. Their services are all free. They are the only domestic violence and sexual assault agency that provides legal representation by a lawyer. They also represent cases in family law, protective order and immigration cases.

President Hayes asked how they receive their clients.

Ms. Markham said they come from everywhere, such as WINGS, Police Departments, hospitals, DCFS, teachers and judges.

President Hayes mentioned that at this meeting, we heard from a number of agencies that provide similar services. Do all of the referring agencies have a list of service providers and then call who is most appropriate. How does this work?

Ms. Markham replied they work with service providers and make a connection. To give a person who has been in a traumatic crisis a list of phone numbers is paralyzing. At Life Span they try to keep the family in their home and remove the person who is causing the problem through a protective order. They work through counseling to help the person get through this disruptive experience. They don't duplicate the services but work with other agencies to complement what they do.

Carol Brown of Shelter Inc. said this program has been in Arlington Heights for over 40 years serving the residents through their programs of emergency and temporary housing for abused and neglected children through foster care, group homes, and transitional living programs. This year they are focusing on a request for Healthy Families Child Abuse Prevention program. The grant request from the Village (CDBG) is \$5,000.

Michael Dalton of Clearbrook said Clearbrook was founded by families in the community that were looking for services for their developmentally disabled children or adults. This has been part of the community for 61 years. Their mission is committed to being a leader in creating innovative

opportunities, services and support for people with disabilities. They serve a range of ages and disabilities from children up to seniors with disabilities. The program he is here to ask for funding is for their CILA (Community Integrated Living Arrangement) program. This program allows the opportunity for clients to live in the community among residents. One of the largest issues is the upkeep of the properties. The grant request from the Village (CDBG) is \$8,000.

President Hayes asked where this home is located.

Mr. Dalton replied it is located at 214 N. Dwyer.

Carrie Carnagni of Little City Foundation said that this is an organization that is dedicated to serving individuals with intellectual and developmental disabilities. They provide a variety of services including Community Integrated Living Arrangements (CILA) housing. This is housing for adults who are ages 22 and older in a group home setting where up to eight individuals with special needs live under the supervision of trained and supportive staff. Little City has owned and operated two homes in Arlington Heights for 20 years providing support services 24 hours a day, seven days a week. The residents of the home learn to live as independently as possible in a home environment. They are requesting funding for the Raleigh and Euclid CILA home renovation project. The grant request from the Village (CDBG) is \$16,223.

Kori Larson of Glenkirk has been in operation for 62 years and serves over 500 individuals daily. They serve individuals with intellectual disabilities in residential, day services, respite, home based and therapeutic services. In Arlington Heights they have four group homes for adults with disabilities serving 28 individuals. Their services include home living skills, socialization skills and daily living skills. They are seeking funding for the Chestnut CILA group home to renovate the kitchen and install a sensory room in the basement. The grant request from the Village (CDBG) is \$33,200.

Trustee Sidor asked about the sensory room and what it would provide.

Ms. Larson said it includes tactile material throughout the room and it uses this as a calming effect.

Trustee Sidor asked is this room is used under supervision.

Ms. Larson replied yes this is used under supervision and many times this would be used with their therapist.

Charles Witherington-Perkins talked about two requests. The first request is for the annual allocation of \$150,000 in CDBG funds to be used to pay debt service for the Senior Center. This will be the last year of the debt service payment for the Senior Center. The grant request from the Village

(CDBG) is \$150,000.

The second request deals with CDBG administration costs in the amount of \$60,000 for personnel staffing costs to run these programs and for the cost of a required audit/legal notice. The grant request from the Village (CDBG) is \$60,000.

Nora Boyer, Housing Planner said the Single Family Rehabilitation Loan Program is a CDBG funded program where the Village provides 0% interest home rehab loans to low and moderate income home owners. The work that is done are basic home repairs, the most common being roofs, furnaces, and window replacement. The loans eventually get repaid the majority of the time when the owner sells the home. In the last couple of years she has seen a variety in the kinds of households requesting the loans from two parent households with children to single parents with children and elderly people living alone. The Village has funded this program since 1978 for about 475 homes. There was a decrease in applications during the housing crisis in 2008-2009 since people were reluctant to make housing improvements. Now the applications are starting to pick-up again. The grant request from the Village (CDBG) is \$65,000.

Nora Boyer discussed the Group Residence/Transitional Rehabilitation Program and said for the last several years the Housing Commission has requested CDBG funds to be made available to make improvements to group homes and transitional housing. She said that in the past couple of years, the Village has funded group home renovations under this program with grant applications being reviewed and approved by the Housing Commission. The grant request from the Village (CDBG) is \$80,000.

B. 2016-2017 Annual Action Plan

Mr. Perkins said the purpose of this part of the public hearing is to obtain comments from the public concerning the housing and supportive service needs of the Village of Arlington Heights. These comments are to be taken into consideration in the development of the Village's 2016-2017 Annual Action Plan. Every year, the Village must submit to HUD an Annual Action Plan describing the Village's strategy for meeting its housing and community development needs over the one-year period.

A second public hearing will be held on July 5 or July 18, 2016, following the required 30-day period during which the proposed Annual Action Plan will be available for public comment.

TRUSTEE TINAGLIA MOVED, SECONDED BY TRUSTEE LABEDZ THAT THE COMMITTEE-OF-THE-WHOLE RECOMMEND TO THE BOARD OF TRUSTEES THAT THE DRAFT 2016-2017 ANNUAL ACTION PLAN, INCLUDING THE DRAFT 2016-2017 CDBG BUDGET, BE MADE AVAILABLE FOR THE HUD-REQUIRED 30-DAY PUBLIC COMMENT PERIOD.

THE MOTION PASSED UNIMOUSLY

**TRUSTEE TINAGLIA MOVED, SECONDED BY TRUSTEE SIDOR, TO
CLOSE THE PUBLIC HEARING.**

V. OTHER BUSINESS

VI. ADJOURNMENT

**TRUSTEE LABEDZ MOVED, SECONDED BY TRUSTEE SIDOR TO
ADJOURN THE MEETING 9:07 P.M.**

THE MOTION CARRIED UNANIMOUSLY.