Village of Arlington Heights
Housing Commission
Virtual Meeting
Arlington Heights, IL 60005
April 21, 2021
7:00 PM

I. CALL TO ORDER

A. In response to the COVID-19 pandemic, this meeting is being held virtually, which permits the public to fully participate via their computers or using their phones.

To participate in the virtual meeting, please follow these instructions:
https://bit.ly/3dCjFDo

Individuals who wish to comment or ask a question on an item on the Agenda may either participate virtually or send an email to the Village at nboyer@vah.com. Please limit emails to 200 words or less. To be shared at the meeting, the email must be received by 3:00 p.m. on the day of the meeting.

II. ROLL CALL

III. APPROVAL OF MINUTES

A. Minutes 3/2/21

IV. REPORTS

V. OLD BUSINESS

A. Affordable Housing Trust Fund Discussion
B. Single Family Rehab Program Report

VI. NEW BUSINESS

A. 2021-2022 Annual Action Plan - Community Development Block Grant Budget

VII. OTHER BUSINESS

VIII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an

American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847)368-5980 (Fax) or drobb@vah.com.

Housing Commission
4/21/2021

Item: Minutes 3/2/21

Department: Planning & Community Development

ATTACHMENTS:

Description	Type
Minutes	Minutes

DRAFT

MINUTES OF A MEETING OF
THE ARLINGTON HEIGHTS HOUSING COMMISSION
VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS
March 2, 2021

IN ATTENDANCE:

Commissioners Present:	Andrew Tripp	Ken Kiefer	John Eggum
	David Miller	Jennifer Sweis	
Commissioners Absent:	Alex Hageli	William Delea	
Staff Present:	Nora Boyer, Housing Planner/Staff Liaison		

I. CALL TO ORDER
The meeting was called to order at 7:00 p.m.

II. Roll Call
The following Commissioners responded to roll: Tripp, Kiefer, Eggum, Miller & Sweis.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Eggum, seconded by Commissioner Kiefer to approve the minutes of the February 2, 2021 meeting with the correction of one typographical error.

The motion was approved
Ayes: Tripp, Kiefer, Eggum, Miller & Sweis
Nays: 0.

IV. REPORTS
None

V. NEW BUSINESS

New Business was moved ahead of Old Business by Chairman Tripp for the convenience of the persons presenting at the meeting and the public.

A. 310 Arlington
Ms. Boyer introduced the 310 Arlington development that was before the Housing Commission for a review of its affordable housing component. It is proposed to be a 40-unit, 100% affordable rental building with 20 one-bedroom and 20 two-bedroom units. Tenants will be at 30% of area median income and

60% of area median income. The Inclusionary Housing Ordinance requires that 10% of the units in publicly financed housing developments be affordable. Therefore, the requirements of the Ordinance apply to 4 units. Ms. Boyer stated that the staff recommendation is that 2 of the units be one-bedroom units and the other two be two-bedroom units, to be affordable in perpetuity. Under the Ordinance the rents for the units would be limited to the rent maximums set by the Illinois Housing Development Authority (IHDA), less a utility allowance for the unit sizes (numbers of bedrooms) for persons at 60% of area median income. There are recommendations regarding the preferences which need to be discussed with the developer. The other 36 affordable units will be subject to the affordability rules of the financing sources for the development.

Commissioner Eggum asked which other Village approvals have been sought so far. Ms. Boyer said the development was before the Conceptual Plan Committee for review, but it has not yet been reviewed by the Design Commission or Plan Commission.

Jake Zunamon with Housing Trust Group (HTG) stated that the development will provide workforce/multi-family housing in a 4-story building. HTG has primarily developed housing in Florida and is one of the top 50 affordable housing developers in the county. A partnership has been formed between HTG, Turnstone Development, Care Free Management, and Groundworks. Mr. Zunamon said the financing has been requested in the form of tax credit financing through the Illinois Housing Development Authority (IHDA).

Commissioner Eggum recognized that the developer is well exceeding the Village's affordable housing goal. His questions are intended to help the Housing Commission and the public understand the project. He asked if HTG is a for-profit company using tax credit and other affordable housing programs.

Mr. Zunamon responded that they are, and that this type of partnership (public/private) is a usual arrangement for this type of funding and project. He said that they were drawn to Arlington Heights as an opportunity area with good schools and resources. He said that they expect results from IHDA with regard to the tax credit application in May. Cook County would also be providing "soft financing" in the form of a low interest or forgivable loan of $1 million. In response to a question from Commissioner Eggum, Mr. Zunamon said that the total development cost of the project is around $16 million with the majority of the financing coming through the State or Cook County. The development would be approximately 10 – 15% privately funded. The developer is also leaving deferred development fees in the project. HTG will be a 75% owner and Turnstone will be a 25% owner. Care Free Management will be the leasing and management company. Groundworks is providing engineering services.

Commission Eggum asked what the developers have to report about the quality of the units and plans for continuing maintenance. Mr. Schneider said that the units will be 115% of the minimum size required by IHDA. The one-bedroom units will be 635 sf (Village minimum is 600 sf) and the two-bedroom units will be 845 sf (Village minimum is 700 sf). Mr. Green reported that the building will be completely accessible, 4 units being completely accessible, and 12 units will be adaptable. All of the units will have the same finishes and the building will include amenities such as a community room, fitness room, and computer room. There will be an operating deficit reserve for maintenance costs.

Commissioner Eggum asked about the decision and number of units to be affordable at 30% of area median income and 60% of area median income. Ms. Poirier said that the 8 units are 30% of area median income and are an IHDA requirement for financing. Mr. Zunamon said that the 60% of area median income level at the number to be provided is needed for the building to be financially viable.

Mr. Zunamon explained that there are maximum household incomes, but tenants will need to have sufficient income to afford the rent using 30% of the monthly income for rent. This is not a Section 8 project and not a permanent supportive housing project.

There will be a neighborhood meeting for the project. For the neighborhood meeting, the developer doubled the distance required to notify those about about public hearings for the project.

Commissioner Kiefer asked to what extent the units will be available to persons in the preference groups contained in the Inclusionary Housing Ordinance Guidelines – especially current Arlington Heights residents.

Ms. Poirier responded that the developers must follow the IHDA mandated preferences, which includes veterans. She said they are willing to do whatever they can to put the local residency preferences into effect. HUD approval would be needed and she expects that IHDA will help in submitting the proposal for the Village's preferences, but a formal process is required. Commissioner Kiefer asked whether they thought the Village would be able to expect as far as including residents in the building from the preference categories in the Guidelines.

Mr. Schneider responded that they had a project recently in Northlake where HUD approved a set aside of 10 units out of 50 for local residents. Fair housing concerns limited that number. It was stressed that this was the set aside number but it is not necessarily the number of local residents who get units. Local marketing makes a big difference in who is on the waiting list. Commissioner Eggum mentioned that the Senior Commission is interested in units being available for seniors who do not wish to leave the community but are looking to leave their single-family homes.

Commissioner Miller asked why the developer chose Arlington Heights. Mr. Schneider responded that the Village has demonstrated that it is interested in addressing its affordable housing needs. It was also a matter of finding a cooperative land seller. They also looked at locations in Northbrook and Wheeling.

Commissioner Miller asked about the timeline for the project. Mr. Schneider said that they expect to close on financing in June, complete plans by October, bid out the project over the winter, and start construction in March/April 2022. The project needs a zoning change, but they are not requesting any variations.

The discussion was opened to the public. Peg Lane asked about the nearest accessible, public transportation. Mr. Green said that it was about ½ mile away. Constance Wayman asked about the location of the project. Mr. Green said it is at the southeast corner of Rand and Chestnut – across from the automotive use.

The Commissioners discussed the Staff recommendations.

A motion was made by Commissioner Eggum, seconded by Commissioner Kiefer that the affordable housing component of 310 Arlington meet the following conditions:

1. Two actual one-bedroom and two actual two-bedroom units be provided in perpetuity.

2. The maximum gross rent of the four (4) affordable units created under the ordinance, including a utility allowance for utilities not provided with the rent, shall be the gross rent affordable to households with annual income at 60% of area median income for the Chicago-Joliet-Naperville area as calculated by the Illinois Housing Development Authority (IHDA).

3. The income eligibility standard for the four (4) affordable units created under the ordinance is to be 60% of the area median income (AMI) for the Chicago-Joliet-Naperville area, adjusted for household size, as updated annually by HUD.

4. Preference for tenancy for the four (4) affordable units shall be given in compliance with the Inclusionary Housing Ordinance Guidelines, subject to approval by HUD and IHDA.

5. The developer shall submit a request for residency and local working preferences to HUD and IHDA in order to seek approval to incorporate Arlington Heights' Inclusionary Housing Ordinance tenant preferences in the tenant selection plan for this development consistent with their regulations.

6. The developer shall comply with the Village's Inclusionary Housing Ordinance and Guidelines.

7. The developer shall submit an annual report concerning compliance with the affordable housing program by March 1 of each year in a form as determined by the Village and in compliance with all other elements of the Guidelines.

8. Even if not required, for any units the developer is making available as affordable, that the developer will make reasonable efforts to make those affordable units available according to the tenant preference in the Inclusionary Housing Guidelines.

Ayes: Tripp, Kiefer, Eggum, Miller, & Sweis
Nays: 0.

B. Arlington 425

Ms. Boyer stated that the affordable housing aspect of the Arlington 425 development was approved in 2019, but the developer has returned due to changes being made in the project, including a reduction in the total number of units. The developer is seeking a decrease in the number of affordable units required and the fee-in-lieu of units to be paid proportional to the decrease in the number of total units. There are also some requests for changes in other conditions approved for the affordable housing aspect of the program. Staff does not have an issue with the proportional decrease in the number of affordable units or the decrease in the fee-in-lieu, but states that the project should comply with the approved conditions from the 2019 project ordinance or the requirements of the (2020) Inclusionary Housing Ordinance and Guidelines, but not a combination of the two.

Chairman Tripp invited the development team to make their presentation. Mr. Firsel spoke first and introduced Mr. Adriani (owner and developer) and Mr. Messutta (attorney).

Mr. Adriani thanked the Housing Commission for reviewing the changes to the proposal. He said that due to conditions such as COVID-19, it was necessary to adjust the project and they are doing so by reducing the number of residential units, the shared office space component, commercial space, and parking garage area. He commented that this development was one of the first to engage with the development of the affordable housing requirements that the Village was working on at the time. He said that at that time, they agreed to some of the affordable housing conditions that were approved, but also had issues with some of them. Since the approvals, they tried to get financing for the project but could not due to the anticipated costs, and he said that the economics were just not there, which is the reason for the proposed changes. He said they are here to look at the affordable housing conditions and want to be able to move forward with something everyone will be happy with.

Mr. Firsel reiterated the point that the project could not move forward as approved based on the costs. He commented that the parking garage (which had 125 residential units on top) was the overbearing cost. The proposed changes include there being no residential units over the garage; one floor would be added to the Chestnut building; and 1 floor added to the Campbell building. The total number of units is 319, with 85 in the Chestnut building.

With respect to the affordable housing conditions, Mr. Firsel stated that they are not proposing to do any less; however, when they were involved in the final discussion on the affordable housing, it was agreed that if the affordable housing requirements were relaxed in the new affordable housing ordinance, that the project would be able to take advantage of the relaxed standards. He said that the developer and staff have a difference of opinion with regard to the last of the affordable housing conditions in the Arlington 425 ordinance. He said the discussion at that time included, for example, if there was a relaxation of the parking requirements in the Inclusionary Housing Ordinance, that the developer would be able to take advantage of those – and that is what happened.

Mr. Firsel stated that the developer and staff agree on most of the affordable housing conditions. There are three basic differences:

1. Payment of for the fee-in-lieu. The conditions of approval provide for payment in three stages. He said this was negotiated because the developer must pay for the large up-front costs of building the parking garage before anything else is built, and having to pay the full fee-in-lieu at the time of permit for the garage would be a burden. The developer is requesting, as approved in the 2019 conditions, that there be a phasing of the payment of the fee-in-lieu.

2. Parking. The developer had agreed to discount the charge for parking spaces for the affordable units. With the change in requirements, they proposing to not offer the discount. They seeking to take advantage of the new provisions concerning parking for the affordable units, at the option of the Village Board as presented in the Inclusionary Housing Ordinance, by asking for the “credit” of 1 parking space per affordable unit. The Inclusionary Zoning Ordinance offers, at the option of the Village Board, one parking space per affordable unit in the Village’s Vail garage. This would bring the developer’s parking requirement down from a total of 247 spaces to 235 spaces for the Campbell building.

Mr. Firsel elaborated on the phasing of the development which would be in two parts: 1) the construction of the Campbell building, parking garage, all infrastructure, and most of the landscaping; and 2) construction of the Chestnut building and the parkway between the Chestnut and Campbell buildings. He commented that the up-front costs are enormous. He said that 12 affordable units would be provided in the Campbell building and 4 in the Chestnut building. If the Chestnut building is changed to a condo building, they will comply with Code on that building.

3. Number of Affordable Units. The developer agrees to provide 5% actual affordable units (16 affordable units).

4. Affordability period. The developer is asking to reduce the minimum affordability period on the affordable units from in-perpetuity to 20 years. Mr. Firsel said that they would address this with the Village Board if they need to do so.

5. Fee-in-Lieu. There is no issue.

6. Income qualification. The developer proposed no change from the 2019 conditions.

7. Maximum rent. The developer proposed no change from the 2019 conditions.

8. Unit mix. The developer seeks to keep the 1/3 studio unit and 2/3 one-bedroom mix as approved in the 2019 conditions. This would mean a revision to 4 studio units and 8 one-bedroom units. The unit mix under the Inclusionary Housing Ordinance would be 3 studios, 9 one-bedrooms; and 4 two-bedroom.

9. Preferences. The developer agreed to the preferences requested at the time of the 2019 approval. They have no issue with changing to the preferences included in the new policy.

10. Reporting. The developer agreed at the time of the 2019 approval to submit an annual report on March 31. They have no problem with reporting on March 1st as per the new policy.

Mr. Firsel said that even with the modified proposal, this is still a thin deal with minimal profit. He pointed out that construction costs have gone up and the availability of materials has decreased due to COVID-19. He said that the developer's intent is to follow the spirit and intent of the Village on the affordable housing component. He pointed out that they are not getting any incentives from the Village. He said this will be a high-end development and that the affordable units will be the same as the market rate units, and the affordable unit tenants will benefit from all of the high-quality aspects of the project. He asked for approval of the affordable housing component as submitted in his letter.

Commissioner Eggum asked about the value of the utility allowance called for in the Inclusionary Housing Ordinance for this project. It was reported that the units will be metered and billed individually for electric. It is not certain yet if water and gas will be individually metered, and it is not certain which utilities will be divided and charged to the tenants. Some of these points are building design decisions that have not been finalized.

Ms. Boyer reiterated that staff is okay with the proportional reduction in the number of affordable units and the fee-in-lieu, but not with the going back and forth between the 2019 conditions of approval and the

Inclusionary Housing Ordinance. She pointed out that with respect to the parking and fee waiver cost off-sets, the Inclusionary Housing Ordinance states that these cost off-sets may be available for projects that meet the other requirements of the Inclusionary Housing Ordinance, which this proposal would not – particularly with respect to the new, proposed affordability period and the unit mix (which was adjusted in the original approval as a cost off-set). She repeated that staff's position is that the development should comply with the 2019 conditions of approval, or the Affordable Housing Ordinance and Guidelines, but not a combination of the two.

Mr. Firsel disagreed saying that is not what the 2019 approval ordinance says. It says the development should be afforded all relaxed provisions; otherwise the language in the last condition of the 2019 approval ordinance is meaningless.

Commissioner Miller asked about the developer's statement about paying the fee-in-lieu being a burden and about the proposed phasing of the development.

Mr. Firsel responded said that a phased payment of the fee is requested. The following scenario was discussed:

Campbell Building:
25% of the proportional fee for the Campbell building at issuance of permit
25% of the proportional fee for the Campbell building at the issuance of the garage permit
50% of the proportional fee for the Campbell building at issuance of first occupancy permit

Chestnut Building:
50% of the proportional fee for the Chestnut building at issuance of permit
50 % of the proportional fee for the Chestnut building at issuance of first occupancy permit

Mr. Firsel said that it is not known when the Chestnut building would be built, although it is hoped right away, but it is difficult to know due to the COVID impact, other things going on in the Village, etc.

Commissioner Miller asked about the portions of the fees to be paid for the Campbell building and the Chestnut building. He said that he understands that many things are impacting the project, but the fees-in-llieu going into the Trust Fund are important and every dollar counts. He is concerned that this is coming back again with regards to the fee. He said that he is okay with the majority of what has been asked for, but is concerned about a delay in the payment of the fee into the Trust Fund.

Mr. Adriani asked how much is in the Trust Fund now, and the response was about $500,000. Mr. Adriani asked if it would be possible to borrow funds from the Trust Fund (to be repaid with interest) to jump start this program. Chairman Tripp said the Housing Commission is developing a formal process for application for Trust Fund monies, and cannot act on such a request tonight, but it may be a good idea.

Commissioner Eggum said that he looked up the 2019 approval ordinance (2019-010) for Arlington 425 and he screen shared the affordable housing requirements. He read condition #31 which states:

> "If the Village's Affordable Housing Guidelines applicable to this project are revised prior to 12 months after the issuance of the first Certificate of Occupancy to standards that are less restrictive than this requirement, than the least restrictive of the two standards will be applied."

Commissioner Eggum stated that the paragraph references paragraphs 24 – 30 as being "this requirement" and the new guidelines (what is the Inclusionary Housing Ordinance) as "the other of the two standards." He said that he does not read this as meaning that if any aspect of any part of the Ordinance (Inclusionary Housing Ordinance) is less restrictive than the 2019 approval ordinance then it will apply. He said that the Inclusionary Housing ordinance was passed by the Village Board and requires strict compliance of provisions such as the affordability in perpetuity, the proportional bedroom mix (which would require 2-bedroom units), inclusion of utility costs in the rent, etc. He said that he believes the developer has two options: 1) to comply with the 2019 approval ordinance (2019-019); or 2) the Inclusionary Housing Ordinance (2020-025).

The meeting was opened for public comment. Mr. Moens stated that he is concerned about what the Village will end up getting in affordable housing. He referenced letters from Mr. Firsel; one letter said that all 16 affordable units would be in the Campbell building, which violates the requirement that the units be evenly distributed in the development; and the second letter said that the affordable units will be in the Campbell and Highland buildings, but the new plan is to not have units in the Highland building. He said that proportionally, if there are 16 affordable units, 12 should be in the Campbell building and 4 should be in the Chestnut building. He agreed that they should follow one ordinance or the other, and said that with an inclusionary housing ordinance in place, they should simply follow that ordinance.

Ms. Lane asked about profitability and the project. Mr. Firsel said that the developer is entitled to a reasonable return on his risk and investment. Ms. Lane said that she does not think that anyone thinks that there should be no profit but she asked if the developer could be more specific on that. Mr. Adriani replied that he cannot be more specific because there are still too many unknowns. Ms. Lane asked how much the interest would be on a loan from the Trust Fund. An answer to that question is also not known at this time.

Mr. Firsel requested a few minutes to talk with the development team privately.

VI. OTHER BUSINESS

While they were having their consultation, the Housing Commissioners addressed Item VII. on the agenda and decided to try having their meetings on the third Wednesday of the month at 7 pm rather than the first Tuesday since several commissioners have conflicts on Tuesday evenings. Due to the lateness of the evening, it was also decided to table Agenda V.A. Affordable Housing Trust Fund Discussion to the next meeting when it may be possible for more commissioners to be present.

The meeting was opened to any other public comment. Dr. Motto stated that the Senior Commission was dismayed that senior housing was removed from the Inclusionary Housing Ordinance. He said that affordable housing is a big issue for seniors. He agreed that the Arlington 425 project should be done in strict compliance with the ordinance. He mentioned that the age-friendly initiative action plan has affordable senior housing as a high priority issue. He said they will be sending a letter; however, some kind of education or collaboration is needed in the area of affordable senior housing. He would like to see this conversation continue, including the exemption of senior housing from the IZ ordinance. Commissioner Eggum responded that the Housing Commission is not looking to take up the IZ again since it is so new, but that could be something the Senior Commission could possibly address with the Village Board. Comm Eggum pointed out that the developers for 310 Arlington project seemed interested in working with the local community and maybe that could be an opportunity for seniors. He is looking forward to more dialogue between the commission in the future.

DRAFT

VII. ITEMB V (B) NEW BUSINESS DISCUSSION OF ARLINGTON 425 RESUMED

The developers for Arlington 425 returned to the meeting. Mr. Firsel said they understand staff's interpretation and they don't believe that was the intent of what was negotiated. They are open to discussing the timing of the payment of the fee- in-lie as brought up by Commissioner Miller.

Mr. Firsel stated that if the Housing Commission adopts staff's recommendation, they will respectfully take that up again at the Village Board level. He said that if the Housing Commission is willing to adopt the developer's proposal, they are willing to accelerate payment of the fees-in-lieu.

Commissioner Eggum said the Inclusionary Housing Ordinance was created through an extensive process, with public comment, with consideration of multiple versions, and the Village Board ultimately adopted the final Ordinance that included various staff and commission recommendations. He said that the Housing Commission put forth its positions when the Ordinances was reviewed by the Village Board, and the Village Board indicated through the approved Ordinance how they wish for the Housing Commission to proceed. He said that he cannot speak to the 2019 project approval ordinance (2019-019), and if it was incorrect the Village Board can amend that if it sees fit. However, as a Commissioner he does not see that the Housing Commission can act in a way other than how the 2019 ordinance was enacted.

Mr. Firsel said that he respected Commissioner Eggum's points. He said the Inclusionary Housing Ordinance does not strip away the 2019 ordinance, but agreed that the Village Board approved exceptions to Inclusionary Housing Ordinance. He said he appreciates the Housing Commission's respect for the developer's position.

Chairman Tripp said that he agreed with Commissioner Eggum's position that the Housing Commission is bound to follow the Inclusionary Housing Ordinance which was the product of a lot of work and input. He said the Ordinance was adopted so that there would be clarity and certainty with regard to the affordable housing requirements. However, speaking as a citizen of Arlington Heights, he said that if there is a project that deserves consideration due to its complexities, this is the one, and he encouraged the development team to raise their issues at the Village Board level.

Mr. Firsel asked Chairman Tripp if the Housing Commission is obligated to make recommendations to the Village Board. Chairman Tripp responded that the developers have asked for relief that he does not think Housing Commission can offer. Commission Eggum asked if this was a request to staff to amend the affordable housing conditions, and Ms. Boyer said the requests for modifications to the project are made to the Village, and the aspects of the project are routed to the Village commissions as appropriate. Ms. Boyer also stated that it is the role of the Housing Commission to advise the Village Board, and that is what they are asked to do with regard to this matter.

A motion was made by Commissioner Eggum, seconded by Commissioner Miller, to concur with the staff's reading of both ordinances *(Arlington 425 Ordinance (19-019) and the Inclusionary Housing Ordinance (20-025))*, as enacted, that the options available as written to the developer are to comply with one Ordinance or the other or otherwise exercise their right to seek direct relief from the Village Board.

Ayes: Tripp, Eggum, Sweis, Kiefer, & Miller

Nays: None

The Housing Commission and the development team thanked each other for their time and consideration.

A motion was made by Chairman Tripp, seconded by Commissioner Eggum to postpone the Affordable Housing Trust Fund Discussion item to the next meeting.

Ayes: Tripp, Eggum, Sweis, Kiefer, & Miller

Nays: None

VI. ADJOURNMENT

A motion was made by Commissioner Kiefer, seconded by Commissioner Eggum, to adjourn the meeting. The motion was approved.

Ayes: Tripp, Kiefer, Eggum, & Miller
Nays: 0.

NEXT MEETING: The next meeting be held on April 21, 2021 at 7 pm.

DRAFT

Housing Commission
4/21/2021

Item: Affordable Housing Trust Fund Discussion

Department: Planning & Community Development

ATTACHMENTS:

Description	**Type**
Affordable Trust Fund	Exhibits

Memorandum

To:	Chairman and Members of the Housing Commission
From:	Nora Boyer, Housing Planner
Re:	Affordable Housing Trust Fund – Priorities and Process
Date of Meeting:	April 21, 2021
Prepare:	April 14, 2021

The continuation of the discussio of priorities for the Affordable Housing Trust Fund is on the agenda for the virtual Housing Commission meeeting on Wedensday, April 21, 2021.

Attached to the Memorandum are:

- The February and March Memorandums including the priority ranking tables
- The priority ranking tables as completed by staff
- The February 2, 2021 Housing Commission meeting minutes that contain a summary of the discussion on this topic to date.

Recommendation:
It is recommended that the Housing Commission rank the activites on the ranking sheet individually and have their rankings available for the virtual April 21, 2021 meeing. After completion of this consensus-building process, the Housing Commission will be asked to move forward to refine the process for the Trust Fund.

MEMORANDUM

To: Chairman and Members of the Housing Commission
From: Nora Boyer, Housing Planner
RE: Affordable Housing Trust Fund – Priority Activities and Process
Date of Meeting: March 2, 2021
Prepared: February 23, 2021

The continuation of the discussion of priorities is on the agenda for the virtual Housing Commission meeting on March 2, 2021.

A summary of the discussion of the priorities from the February 2, 2021 Housing Commission meeting may be found in the minutes of the February 2nd meeting.

To this memorandum, I am attaching the memorandum from the February 2, 2021 Housing Commission meeting and the staff priority rankings. As stated at the February meeting, the staff rankings are provided as a jumping off point the Housing Commission's to develop its rankings. They are provided for the benefit of the Housing Commissioners who were not able to attend the February 2nd meeting.

Please have your own rankings available for discussion at the virtual March 2, 2021 Housing Commission meeting.

Recommendation:

It is recommended that the Housing Commission rank the above activities, priorities, and other considerations individually and bring those rankings to the March 2, 2021 Housing Commission for discussion. After completion of this consensus-building process, the Housing Commission will be asked to move forward to refine the process for the Trust Fund.

MEMORANDUM

To:	**Chairman and Members of the Housing Commission**
From:	**Nora Boyer, Housing Planner**
RE:	**Affordable Housing Trust Fund – Priority Activities and Process**
Date of Meeting:	**February 2, 2021**
Prepared:	**January 28, 2021 (v. 3)**

Background

In 2013, the Village Board approved the creation of the Arlington Heights Affordable Housing Trust Fund. The purpose of the Arlington Heights Affordable Housing Trust Fund (Village Code Chapter 7, Sections 1201-1208) "is to address the attainable housing goals, policies and programs of the Village Board by….providing sustainable financial resources to address the Attainable Housing needs of Eligible Households in Arlington Heights; and preserving and producing dedicated Attainable Housing."

Revenue into the Trust Fund may come from several sources specified in the Trust Fund Ordinance. To date, the revenue into the Trust Fund has come from the sale of the Village's tax-exempt bond cap and fees in lieu of affordable housing units paid by multi-family housing developers.

In 2020, the Village Board approved and Inclusionary Housing Ordinance that formalized the Village's affordable housing unit and fee-in-lieu requirements.

Previously, the Housing Commission recommended that funds be built-up in the Trust Fund to around $500,000 before making any allocations for eligible activities. The current balance in the Trust Fund January 26, 2021 was $453,814.85.

The Affordable Trust Fund ordinance provides general statements (see next section) concerning activities that are eligible for Trust Fund allocations and an abbreviated process for activity approval. Now that funds have accumulated into the Trust Fund, the Village Board has asked staff the Housing Commission to make recommendations regarding uses and process for the Trust Fund. These recommendations are due to the Village Board by late summer 2021.

Trust Fund – Activity Types:

According to Village Code, the use of Housing Trust Fund resources shall be limited to supporting, in whole or in part, one or more of the following Eligible Activities:

1. Creation and preservation of Attainable Housing including, without limitations, 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. No costs shall be reimbursed except pursuant to a written agreement between the Village and any third-party approved by the Village to administer a program or a funded program.

In order to facilitate the Housing Commission's discussion of specific uses of the Affordable Housing Trust Fund, staff is presenting options that may be ranked by the Commissioners as High, Medium, or 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:
			New construction of single-family homes
			New construction of multi-family units
			Preservation/Rehabilitation of existing single-family homes
			Preservation/Rehabilitation of existing multi-family units
			Adaptive Reuse of existing structures
			RENTAL Activities
			New construction of single-family homes
			New construction of multi-family units
			Preservation/Rehabilitation of existing single-family homes
			Preservation/Rehabilitation of existing multi-family units
			Adaptive Reuse of existing structures
NOT-FOR-PROFIT Developer Activities			
High	Medium	Low	**HOMEOWNERSHIP** Activities:
			New construction of single-family homes
			New construction of multi-family units
			Preservation/Rehabilitation of existing single-family homes
			Preservation/Rehabilitation of existing multi-family units
			Adaptive Reuse of existing structures
			RENTAL Activities
			New construction of single-family homes
			New construction of multi-family units
			Preservation/Rehabilitation of existing single-family homes
			Preservation/Rehabilitation of existing multi-family units
			Adaptive Reuse of existing structures
			New construction of group homes or supportive housing
			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	
			Land acquisition for affordable housing development (ex. Community Land Bank or Community Land Trust)
			Land acquisition for mixed income housing development
			Acquisition/disposition of single-family homes
			Acquisition/disposition of multi-family buildings
			Acquisition/disposition of housing to be used as group homes or supportive housing
			Acquisition/disposition of housing to be used as transitional housing
			Homebuyer assistance (ex. down payment assistance program)
			Tenant based rental assistance (rent subsidies to landlords for low/mod income households)
			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	
			Costs incurred in connection with administering the Housing Trust Fund (5 – 15% is typical)
			Payment for costs of consultant services for concepts, architectural services, or other pre-construction services
			Costs associated with working with a non-profit partner to develop concepts or other pre-construction work.

Other considerations for uses of the Trust Fund:

PRIORITY POPULATIONS: For Trust Fund Activities			
High	Medium	Low	
			Senior/Elderly: Households with at least one household member ___ years of age or older
			Veterans: Households in which one or more persons is a military veteran
			Disabled: Households in which one or more persons 18 years of age or older is severely disabled
			Small Households: Unit sizes appropriate for 1 – 3 persons
			Large Households: Unit sizes appropriate for 4+ person
			Current Arlington Heights Residents
			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	
			Predevelopment costs (ex. feasibility studies, design)
			Grants
			Zero or low interest loans
			Deferred zero or low interest loans
			Forgivable loans
			Long term (ex. 99 year) lease of Village owned property
			Grants to non-profit developers to make units more affordable
			Zero or low interest loans to private, for-profit developers to make units more affordable
			Long term lease (ex. 99 years) of property purchased by the Village
NOT-F**OR-PROFIT** DEVELOPER assistance to create more affordable units or make units affordable to lower income levels			
High	Medium	Low	
			Predevelopment costs (ex. feasibility studies, design)
			Grants
			Zero or low interest loans
			Deferred zero or low interest loans
			Forgivable loans
			Long term (ex. 99 year) lease of Village owned property
			Grants to non-profit developers to make units more affordable
			Zero or low interest loans to private, for-profit developers to make units more affordable
			Long term lease (ex. 99 years) of property purchased by the Village

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

It is recommended that the Housing Commission rank the above activities, priorities, and other considerations individually and bring those rankings to the February 2, 2021 Housing Commission for discussion. Staff will also bring its rankings to the Housing Commission meeting. After completion of this consensus-building process, the Housing Commission will be asked to move forward to refine the process for the Trust Fund.

Staff Trust Fund Priority Rankings
February 2, 2021

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	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
X			Costs associated with working with a non-profit partner to develop concepts or other pre-construction work.

Other considerations for uses of the Trust Fund:

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		Small Households: Unit sizes appropriate for 1 – 3 persons
X			Large Households: Unit sizes appropriate for 4+ person
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
			~~Grants to non-profit developers to make units more affordable~~
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-F**OR-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
			~~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

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)

Approved

MINUTES OF A MEETING OF
THE ARLINGTON HEIGHTS HOUSING COMMISSION
VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS
February 2, 2021

IN ATTENDANCE:

Commissioners Present:	Andrew Tripp	Ken Kiefer	
	David Miller	John Eggum	
Commissioners Absent:	William Delea	Jennifer Sweiss	Alex Hageli
Staff Present:	Nora Boyer, Housing Planner/Staff Liaison		

I. CALL TO ORDER
The meeting was called to order at 7:00 p.m.

II. Roll Call
The following Commissioners responded to roll: Tripp, Kiefer, Eggum, & Miller.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Miller, seconded by Commissioner Eggum to approve the minutes of the November 17, 2021 meeting.
The motion was approved
Ayes: Tripp, Kiefer, Eggum, & Miller
Nays: 0.

IV. REPORTS
None

V. OLD BUSINESS

A. Rental Registration Program
Ms. Boyer said that she forwarded the information about the possible expansion of the rental registration and inspection program to staff. Staff is requesting more time to evaluate the information.

Commissioner Eggum suggested that his thoughts on the process for this would be to get staff feedback; for the Housing Commission to decide if it is something they want to develop; the Housing Commission would put something together (a document) – including addressing any differences with staff; and the Housing Commission would provide the document and recommendations to the Village Board. There was concurrence on this plan.

B. Single Family Rehab Program

Ms. Boyer reported that there are two active cases. One case has been approved by staff since it is under $10,000. It involves mold removal in a bathroom, replacing damaged kitchen vinyl flooring, and tile work in a second bathroom. The applicants for the second case have been determined eligible for the program and the scope of work is being developed.

C. Affordable Housing Trust Fund

Ms. Boyer explained that Village Board is asking the Housing Commission to recommend priorities for the use of Trust Fund monies and the process for making distributions. Staff provided a memo with table including categories of potential priorities that can be ranked as high, medium and low; and staff provided its rankings to serve as a starting point for the Commissioner's discussion. The Village Board has requested the Housing Commission's recommendations on priorities and process by the end of the summer (2021).

It was decided that there would be initial discussion about the priorities as presented in the tables. A line-by-line ranking could be done when there are more Commissioners present.

<u>Activity Type 1</u> Creation and preservation of Attainable Housing including, without limitation, new construction, rehabilitation and adaptive reuse.

Commissioner Miller stated that he looked at the priorities in terms of what would provide the most benefit from the largest number of people. He said that new construction of single-family homes would be a great benefit to a family but multi-family developments would have a greater impact on the community. He said that he had a leaning toward the thought of working with non-profit organizations.

Commissioner Keifer comments that he would agree with focusing on larger units and larger families. He likes that idea of preservation and reuse of buildings; although he could see saving some of the more affordable single-family homes. He said he is also supportive of group homes, supportive housing and transitional housing.

Commissioner Eggum said that he agreed with a lot of what was said. He things that prioritizing non-profits makes sense, but would leave the door open for for-profit developers submitting a community minded project at possibly lower than typical returns. He said being open to for-profit developers seems fair since for-profit developers are making the payments that are deposited into the Trust Fund. He said that generally single-family home projects don't seem like the best use of funds. He is open to rehab projects and would be open to a townhome development situation. He agreed that because funds are limited, it is important to think about how to help the most people. Commissioner Eggum commented that there seems to be a high level of interest in the market for developing multi-family affordable housing in the new construction area, so it may be best to use the Trust Fund for other purposes.

Commissioner Tripp said that he was in agreement with the other Commissioners. He said that rental housing seems like the best place to concentrate, and nonprofit affordable housing developers may be a good target for partners.

Ms. Boyer said that staff did not place a high ranking on homeownership programs because the Village currently has a homeownership program from another source. Rental and preservation uses for the Trust Funds were highly ranked by staff.

<u>Activity Type 2</u> 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

Ms. Boyer said that staff was open to the possibility of land acquisition if it would support a development, but it was not ranked as highly or a mixed-income project. She said that staff thought the Village could take a role in acquisition of multi-family rental buildings. She ranked rental assistance as low because those funds would not come back to the program for re-use.

Commissioner Miller said that money returning back in would be ideal and make the most impact with the funds.

Commissioner Eggum said that he did not think that land acquisition is the best use of funds unless there were some opportunity such as through the Cook County Land Bank where vacant property could be brought into the Village for development

Commissioner Keifer said that he is families with the type of land acquisition (land bank) referred to by Commission Eggum but was uncertain if there would be enough opportunity of this type to make it a priority. He said that he would prioritize homebuyer assistance a little more – to bring younger and other new households into the Village and would rank this as a high priority.

Commissioner Tripp concurred with the other Commissioners.

<u>Activity Type 3</u> Payments for costs incurred in connection with administering the Housing Trust Fund

Ms. Boyer stated that staff ranked costs for administering the Trust Fund (at 5-15%) as high. Some municipalities contract out some of this administration. Predevelopment costs when working work a non-profit were also ranked high. Predevelopment costs for for-profits was ranked lower.

Commissioner Eggum stated that direct costs for administering the Trust Fund make sense as long as this doesn't mean spending a large amount on consultants. He said that he is adverse to using Trust Fund monies for predevelopment costs since qualified development partners should have the capacity to fund these costs themselves. He said he would not be opposed to the Village paying a proportional cost of these costs at the end of a completed project. His concern was paying for predevelopment costs and the project not advancing to completion.

Commissioner Miller said that he looked at these costs as costs that the Village might incur if it wanted to work on a concept and a development team would be selected to work on that concept. Commissioner Eggum suggested that the Village may be able to get some of those services free of charge from professionals who are already involved with the Village on commissions, etc.

Commissioner Tripp agreed that the Village should be cautious about predevelopment costs but is somewhat more receptive for a non-profit entity.

Priority Populations

Ms. Boyer said that most of the priorities were discussed during the development of the Inclusionary Zoning discussion. She said that larger families were prioritized due to feedback from non-profits that there is a lack of housing units for large households.

Commissioner Eggum said that that seems reasonable given that affordable units in development that have been seen lately. This could be re-evaluated from time to time which is a reason for better data on rental housing in the Village

Commissioner Tripp said the priorities accurately reflects what was discussed with respect to the ordinance.

Commission Keifer agreed and liked the emphasis on larger households.

Forms of Assistance

Ms. Boyer said that staff leaned toward loans under various terms rather than grants so that funds could be returned and reused. This was the case for for profit and nonprofit with more interest in 0% interest loans for nonprofits.

Commissioner Miller said that he leaned more toward the non-profit developers and loans over grants with a little more favorability for nonprofits. Commissioner Eggum and Commissioner Tripp agreed.

Commissioner Keifer commented that we would not want to discourage for-profit developers. At this stage everyone is welcome.

Commissioner Eggum suggested guidelines that for-profit developers are welcome but projects funded by the Trust Fund are to be community project that maximize the use of the funds for the benefit of communities.

Commissioner Miller said that there may even be some benefit to for-profits that may be in a better position to come in, but he agreed that the point that the if Trust Funds are involved that community benefit is important.

Commissioner Tripp added that it may be appropriate to use Trust Fund monies for a for profit or nonprofit developer who is trying to meet the affordable housing guidelines but is having trouble doing so. Commission Miller thought that the more likely process is that the Village be proactive in seeking a development, and less likely to be reactive to a developer.

Other Consideration

To be discussed later possibly as part of evaluating RFPs.

Public Comment on Trust Fund

Ms. Boyer said that she received request from some people from the public who wanted to describe a project they have been working on. This has not been made public before. Since the development is not on the agenda, the commissioners were asked to only listen to the proposal and not ask questions or deliberate on the proposal. The developer was informed in advance about this concern, and they can be ask to be put on an agenda in the future.

Jordan Bartel introduced himself as from a nonprofit owner, manager and developer of affordable housing called Full Circle Communities. They work mainly in the Chicago area doing small to large developments including housing for seniors, veterans, families, etc. They reinvest funding into projects for supportive services at the housing. The concept for Arlington Heights has been worked on the NW Suburban Task Force. The concept is a 31-unit multi-family rental building of supportive housing (housing and supportive services). It would be targeted to veterans and persons with disabilities at 60% and 30% of area median income. There is always on-site staffing. There would be amenity spaces like community room, computer room. They are working on submitting for IHDA financing in the fall. They are working on getting the concept more refined and getting community support. They have some grant funds from some other sources. He commended the Village for having a Trust Fund and the Inclusionary Housing Ordinance. It shows the recognition to the need for affordable housing and commitment to make ti happen. He said this type of funding is important because it helps with financing and it also makes their IHDA application more competitive. He recommended that the Village try to coordinate its Trust Fund process and schedule with IHDA's process. This would help make the Trust Fund have an even bigger impact.

Linda Waycie said she chair of the AH Faith in Cation Team which is made up of seven churches in Arlington Heights. This team brought support for Heart's Place supportive housing which is a small building so the group is looking to help with a larger supportive housing development in Arlington Heights. She stressed that a Trust Fund contribution would help with the score for IHDA funding. She said the need for this type of housing is very great. She told a story about residents benefitting from this types of housing.

Mr. Moens said went back to the priority populations and senior and elderly households. He commented on the Village Board taking senior housing out of the Inclusionary Housing Ordinance. He commented that the Village has missed out on two senior developments having affordable units so far. He asked if the Trust Fund is going to compensate for not getting affordable units through the Ordinance. He asked if a very high priority could be put on seniors. Ms. Boyer responded that it is not meant to compensate necessarily. Senior housing has been a priority and it is being added to the Trust Fund guidelines which does not have priority populations. Mr. Moens asked if there is a possibility of putting senior housing back in the Inclusionary Zoning Ordinance. Ms. Boyer said that could be perhaps done at a later time. Commissioner Eggum commented that the combination of housing and services in senior communities is why it was excluded at this time. He said that the Ordinance if fresh enough that the HC is not ready to make discreet recommendations on changes to the Ordinance at this time.

Mary Vickers commented the developments being talked about are probably on the southern part of town and that the amount of high-density units on the south part of town should be evaluated including how more multi-family units would affect the involved school districts. She commented that schools serving the south end of the Village already have higher proportions of low-income students.

Laurie Grainawie commented she is part of the NW Housing Task Force that serves as a catalyst for supportive housing. She discussed the great need and waiting lists of supportive housing. Her son waited 4 years for a unit in Meyers Place in Mt. Prospect. She said she is also involved with the League of Women Voters of Arlington Heights that is supportive of supportive housing. She said that she understands the priority for larger families but also prioritizes seniors and persons with disabilities that tend to be small households.

Brian Larson commented that raised issue of regarding large households. He said that it was commented that there are a lot of smaller apartments but they are often not accessible. He asked that more mobility accessibility be considered as being needed and commented that senior often need mobility accessible units.

Melissa Cayer recommended removing the Village food and beverage tax. She also suggested having mixed income levels in an area

George Motto said he is a member of the Senior Citizens Commission and Chairman of the Age Friendly Communities Initiative. He mentioned that a senior survey was done. He said the some were dismayed by the removal of senior housing from the Ordinance, but he understands. He said he is encouraged by the Trust Fund because senior often need housing and services and Village involvement may be needed to bring that about. Under the Age Friendly Communities Initiative, there will be priorities for a communication center and senior housing. He said they hope to open communications among the involved commissions, and he likes the idea of proactively seeking the kind of housing the fits our needs.

Jerri Wasser from Reclaim Northwest Suburbs would like to senior periodized and age in place programs so people can stay in their homes. He said that nonprofits should have priority for loans over for profit developments. She said that it would be interesting to look into the community land trust. Idea. She asked about how the Village determines where the needs in the community are. Commissioner Eggum said that the priorities were taken from the Inclusionary Zoning discussions. The Housing Commission has been talking about how to get more robust data on housing needs. Ms. Wasserman suggested a community survey for how to used the Trust Fund in addition to taking public comment at this meeting.

Commissioner Eggum suggest that the Village talk to someone at IHDA to get a better understanding of their process and how coordinate with them for the best use of the Trust Fund. Ms. Boyer said that she will contact IHDA.

VI. NEW BUSINESS – None

VII. OTHER BUSINESS

VIII. ADJOURNMENT

A motion was made by Commissioner Eggum, seconded by Commissioner Keifer to adjourn the meeting. Ayes: Tripp, Eggum, Keifer, & Miller. Nays: none

Next meeting Tuesday, March 2, 2021 7:00 pm
An alternative meeting day will be discussed for the future.

Housing Commission
4/21/2021

Item: Single Family Rehab Program Report

Department: Planning & Community Development

ATTACHMENTS:

Description	**Type**
Single Family Rehab Report	Report

04/14/21
SINGLE-FAMILY REHABILITATION LOAN PROGRAM - 2020-2021 Report

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
19-02 LE3300	9/16/2019		Air conditioning	$3,500					Postponed to spring 2021
19-05 MA 830	12/9/2019		Initially requested garage and driveway. Revised request; central air conditioning, general carpentry, bathroom vanity, kitchen remodel						Application not yet complete. Lacking income verification. Requested in March 2020 and again 7/16/2020. To be sent a letter stating that he will need to reapply if he wishes to participate in the program.
20-01 UL1415 (condo)	6/10/20		Requesting plumbing, furnace, electrical and 2 patio doors						Income-eligible for program. Ordered appraisal in order to determine maximum loan amount. Homeowner put application on-hold 9/2020.
20-05 GA938	8/3/2020		Basement waterproofing, repair of water damage, a/c replacement, possibly replace 2 windows.	10,000	9,460				Active File. Determined eligible. Air conditioning and mold remediation work completed. Collecting bids on kitchen flooring and upstairs bathroom tiling.
20-06 MC536	12/15/20		Requesting: Furnace, Windows, Electrical						Determined eligible. Working on scope of work.
21-01 BA1628	2/10/21		Requesting: Roofing, Furnace, &Windows,						Determining eligibility

<u>SFR LOAN PROGRAM - FINANCIAL SUMMARY</u>

2020/2021 CDBG ALLOCATION:	$ 39,310.00	
19-02	3,500.00	(reserved)
20-05 Estimate	10,000.00	
20-06 Estimate	15,000.00	
21-01 Estimate	20,000.00	
TITLE SEARCHES/APPRAISALS/LEAD PAINT COSTS/PERMITS: -	0.00	
LESS PROGRAM INCOME NOT YET RECEIVED:	- 0.00	
Total:	$ 48,500.00	

04/14/21

Loans Repaid CDBG Fiscal Year To Date: 10/1/20 – 9/30/21

Case #	Date Paid	Yrs to Repayment	Amount	Reason sold (if known)
14-05	October 1, 2020	6 years	$14,114	Moved to be closer to their adult children and grandchildren
08-02	December 22, 2020	12 years	$29,525	Unknown
00-11 & 09-08	March 12, 2021	11 years	$10,386	Unknown
92-03	March 12, 2021	28 years	$29,360	Unknown
			83,385	$33,385 over budgeted as revenue