



Village of Arlington Heights
Housing Commission
Commissions Room, 2nd Floor
Arlington Heights Village Hall, 33 S. Arlington Heights Rd
Arlington Heights, IL 60005
April 20, 2022
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes 3/16/22

IV. REPORTS

V. OLD BUSINESS

- A. Single Family Rehab Program Report
- B. Housing Program Publicity - Fair Housing and Next Topic
- C. Inclusionary Housing Ordinance - Senior Residential Communities

VI. NEW BUSINESS

- A. Housing Commission 2022-2023 CDBG Funding Requests

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 Rosangela Maldonado, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, rmaldonado@vah.com or (847)368-5791.



**Housing Commission
4/20/2022**

Item: Minutes 3/16/22

Department: Planning & Community Development

ATTACHMENTS:

Description

Minutes

Type

Minutes

DRAFT

MINUTES OF A MEETING OF THE ARLINGTON HEIGHTS HOUSING COMMISSION VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS MARCH 16, 2022

IN ATTENDANCE:

Commissioners

Present: John Eggum Ken Kiefer David Miller
 William Delea Janice Krinsky Andre Arrington

Commissioners

Absent: None

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

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

Absent: None

III. APPROVAL OF MINUTES

A motion was made by Commissioner Kiefer, seconded by Commissioner Delea to approve the minutes of the March 16, 2022 meeting with two typographical corrections. The motion was approved

Ayes: K. Kiefer, William Delea, J. Eggum, J. Krinsky, D. Miller & Andre Arrington

Nays: None

Abstain: None

IV. REPORTS

None

V. OLD BUSINESS

A. Single-Family Rehab Program

Ms. Boyer reviewed the loan application files. Cases 20-06 and 21-03 are being completed and the loans are being closed.

Ms. Boyer presented Case 21-02. The homeowner has made several requests with the most important being waterproofing of the basement. Four bids were presented. It was commented that the work is appropriate for the program. Staff's recommendation is

working with the three contractors who submitted bids to arrive at the optimal scope of work for the problem. Chairman Eggum commented that it is important that waterproofing work be thorough and concurred with staff that the window well drains should be included.

A motion was made by Commissioner Delea, seconded by Commissioner Kiefer, that staff continue to work with Bidder 3 for basement waterproofing work for Case 21-02, including the window well drains in the scope of work, and authorizing up to \$16,000 for the waterproofing work including up to a 10% contingency. The motion was approved unanimously.

B. Change Monthly Meeting Day and Time

Changing the Housing Commission monthly meeting day was discussed at the March 16, 2022. Ms. Boyer informed the Housing Commission that approval of a motion is required to official change the meeting day.

A motion was made by Chairman Eggum, seconded by Commissioner Arrington to change the Housing Commission's regular monthly meeting day to the third Wednesday of the month at 7:00 pm. The motion was approved unanimously

C. Housing Programs Publicity – Fair Housing

A Fair Housing Month announcement drafted by Chairman Eggum was distributed for comments. Chairman Eggum commented that the Housing Commission has a small amount of funds in its budget for promoting Housing Commission activities and this could include Facebook advertisements directed to Arlington Heights residents. These advertisements would reach residents who do not monitor the Village's website or regular social media including the Village's Facebook page.

Ms. Boyer commented that the April Fair Housing Month publicity could include Open Communities' Fair Housing 101 webinar scheduled for April 7, 2022. The announcement was amended to include the number of years since the adoption of the Fair Housing Act of 1968 (i.e., 54 years). Adding a sentence to explain what fair housing is was also suggested.

It was suggested that the Facebook ad be run and geographically tagged to the Village of Arlington Heights on Tuesday, April 5th (before the Fair Housing 101 webinar) and Monday, April 18th (before the April Housing Commission meeting). Ms. Boyer said that she will work with the Village's Community Outreach Coordinator on the announcements.

Commissioner Krinsky will be looking at the fair housing information on the Village website and will be making suggestions to improve the information provided. Ms. Boyer offered to work with Commissioner Krinsky.

Commissioner Kiefer commented that it is as important to direct fair housing education to landlords as it is to direct it to tenants. Ms. Boyer said that she will see if the Building Department can provide a list of persons or entities that currently have Multi-Family Licenses which could be used as the start for a mailing list to landlords. Commissioner Krinsky recommended also getting fair housing information to agencies, including the Townships, deal with issues of fair housing.

D. Affordable Housing Trust Fund & Federal Home Loan Bank Programs

Ms. Boyer stated that the Village Board's 2022-2023 Business Plan calls for the Request for Letters of Interest to be drafted in the second quarter of the calendar year, and to be issued in the fourth quarter. She said that she will work on the draft Request for Letters of Interest beginning in April. With regard to the Trust Fund, Commissioner Krinsky said that she would like to see attention given to affordable housing for families with children. With regard to the Federal Home Loan Bank affordable housing programs, Commissioner Kiefer said that he briefed them on what the Housing Commission is doing and suggested that bringing a representative in to talk to the Housing Commission can wait until the Trust Fund allocation process is farther along. The current balance in the Trust Fund is approximately \$800,000.

Chairman Eggum asked the members of the public in attendance if they have any comments. Ms. Cayer asked that the Housing Commission use its clout to end TIF districts in Arlington Heights to free up Village staff to work on Arlington Park and lower taxes free up residents to work on their own homes.

VI. NEW BUSINESS

A. 2022-2023 Annual Action Plan including CDBG Budget

Ms. Boyer said that the Village is beginning the process of creating its 2022-2023 Annual Action Plan including the Community Development Block Grant (CDBG) budget. This of the program year October 1, 2022 – September 30, 2023. A copy of the current CDBG budget was included in the meeting packet. Ms. Boyer explained that historically, the Housing Commission has made a recommendation to refund the Single-Family Rehab Program (including an amount) and in recent years has recommended funding for a Group Home and Transitional Housing Rehab Program and amount. Commissioner Miller said that he feels that the group home renovations are a good use of the CDBG funds.

Chairman Eggum asked if the Village has funded multi-family rehab in the past. Ms. Boyer said the Village funded a couple of multi-family rehab projects in the past, but interest has been limited. A rental building must have a minimum of 51% low/moderate income tenants to be eligible for CDBG funding. It was decided that the potential and interest for a multi-family program could be looked at over the next year for a possible funding recommendation next year. Chairman Eggum stated that expanding the multi-family, rental registration program would help the Village identify which rental buildings would qualify for CDBG assistance.

Commissioner Kiefer asked if Ms. Boyer thinks that Journeys|The Road Home will be back with an application for CDBG funds. Ms. Boyer responded that she expects that they will apply for funds for homeless services but probably not for the proposed new building.

VII. OTHER BUSINESS

A. Inclusionary Housing Ordinance and Senior Housing

Ms. Boyer said that she has not heard yet with regard to whether the Village Board wishes to take up the discussion of the Inclusionary Housing Ordinance and

reconsidering whether senior housing communities should be included as a type of housing subject to the Ordinance.

Mr. Moens asked if the Housing Commission will get behind the effort to put senior housing communities back in the Ordinance. Chairman Eggum asked that this topic be put on the agenda for the April meeting. Ms. Boyer was asked to send materials on the history of the Inclusionary Housing Ordinance, and specifically the evolution of the Ordinance including the removal of the senior residential communities from the Ordinance, to the new members of the Housing Commission. He said that he is also interested in staff's recommendation.

VIII. ADJOURNMENT

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

The next meeting was set for Wednesday, April 20, 2022 at 7 pm.



Housing Commission
4/20/2022

Item: Single Family Rehab Program Report

Department: Planning & Community Development

ATTACHMENTS:

Description	Type
Single Family Rehab Program Report	Report

04/13/22
SINGLE-FAMILY REHAB PROGRAM STATUS REPORT - 2021-2022

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
20-06 MC536	12/15/20	7/15/21	Requesting: Furnace, Windows, Electrical	25,000	\$21,764	\$8,880 Exterior platform piers and water damage in bathroom and kitchen	\$30,644	\$30,644	File closed
21-02 DO1217	7/7/2021	Waterproofing by Owners	Waterproofing + other	\$16,000 + other					Housing Commission approved up to \$16,000 for basement waterproofing. Working with owner and Building Dept. on scope of work.
21-03 ZA1504	11/23/2021	By Owner	Window and door replacement	\$14,800	\$14,759	\$0	\$14,759		File closed.

SFR LOAN PROGRAM - FINANCIAL SUMMARY

2021/2022 CDBG ALLOCATION: \$ 60,465.00

20-06 10,860 (\$19,784 paid in prior program/fiscal year)
21-02 Estimate 16,000 for waterproofing only
21-03 14,759
TITLE SEARCHES/APPRAISALS/LEAD PAINT COSTS/PERMITS: - TBD
LESS PROGRAM INCOME NOT YET RECEIVED: - TBD
Total: \$ 41,439

Loans Repaid CDBG Fiscal Year To Date: 10/1/21 – 9/30/22

Case #	Date Paid	Yrs to Repayment	Amount	Reason sold (if known)	
06-01		10/25/2021	15 years	\$12,354	Unknown
11-04		10/22/1021	10 years	\$32,236	Unknown
88-89		12/13/2021	32 years	\$14,041	Unknown
18-01		4/10/2022	4 years	\$2,095	Unknown
		Total		\$60,726	



Housing Commission
4/20/2022

Item: Housing Commission 2022-2023 CDBG Funding Requests

Department: Planning & Community Development

ATTACHMENTS:

Description	Type
Housing Commission 2022-2023 CDBG Funding Requests	Exhibits

Memorandum

To: Chairman and Members of the Housing Commission

From: Nora Boyer, Housing Planner

RE: Housing Commission 2022-2023 CDBG Funding Requests

Date of Meeting: April 20, 2022

Date Prepared: April 12, 2022

Historically, the Housing Commission has approved motions for affordable housing related Community Development Block Grant (CDBG) funding requests. These recommendations have included the Single Family Rehab Loan Program (since 1978) and the Group Home and Transitional Housing Program or individual group home/transitionbal housing projects (mainly since 2014). The Village has funded a few multi-family rehab projects with the last project successfully completed in 2000.

Grant applictions for 2022-2023 CDBG funding are due on April 29, 2022. Therefore, the Housing Commission will consider making CDBG recommendations or requests at its April 20, 2022 meeting.

The estimated total amount of funding expected to be available in the 2022-2023 year under the construction/economic development category is \$400,000.

Below are the allocations approved by the Village Board under the construction/economic development category over the past 4 years.

	2018-2019	2019-2020	2020-2021	2021-2022 amended	2022-2023 Estimated
Maximum Available for Construction/Economic Development Projects	339,828	394,137	\$251,460	\$323,465	\$400,000
Allocations:					
Single Family Rehab Program	\$ 75,000	\$50,000	\$39,310	\$60,465	TBD
Group Home and Transitional Housing Rehab Projects	\$72,037	\$90,860	\$25,000	\$115,000	TBD
Infrastructure – Street Resurfacing	\$150,000	\$192,800	\$150,000	\$150,000	TBD
Senior Center	\$42,791	\$32,477	\$0	\$0	TBD
Journeys Capital Project		\$28,000			TBD
Other	\$0	\$0	\$0	\$0	TBD
Total	\$339,828	\$394,137	\$214,310*	\$325,465	\$400,000

* For 2020-2021 only, the Village was able to use some of its CDBG funds that would have been restricted for construcion/economic development projects instead for social services needs realted to Covid 19. The Village did so resulting in total allocations for construction/economic development programs below the maximum that was permitted.

Recommendation: Staff recommends that the Housing Commission consider requesting 2022-2023 CDBG allocations for the Single Family Rehab Program in the amount of \$100,000 and Group Home and Transitional Housing Program in the amount of \$100,000. The amounts could be adjusted downward by the Housing Commission in May 2022 after the Village has received applications from other applicants.