



Village of Arlington Heights
Housing Commission
Commissions Room 2nd Floor
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
April 14, 2015
7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes - 2/18/15

IV. REPORTS

V. OLD BUSINESS

- A. Group Home and Transitional Housing Program Update
- B. Single Family Rehabilitation Loan Program Activity
- C. Plan Commission Calendar
- D. Rental Inspection Discussion

VI. NEW BUSINESS

- A. Housing Trust Fund - Goals and Development of Application Process

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.



Item: Minutes - 2/18/15

Department: Planning & Community Development

ATTACHMENTS:

Description

Minutes

Type

Minutes

DRAFT

MINUTES OF A MEETING OF THE ARLINGTON HEIGHTS HOUSING COMMISSION HELD AT ARLINGTON HEIGHTS VILLAGE HALL VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS FEBRUARY 18, 2015

IN ATTENDANCE:

Commissioners

Present: Mark Hellner Siobhan White Anisa Jordan
Namrita Nelson Alex Hageli

Commissioners

Absent: Karen Conway

Staff Present: Nora Boyer, Housing Planner/Staff Liaison

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:00 p.m. and the Pledge of Allegiance was recited.

II. ROLL CALL

Commissioners Hellner, White, Nelson, Jordan, and Hageli were present.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Hageli, seconded by Commissioner Nelson, to approve the minutes of the January 6, 2015 meeting. The motion was carried unanimously.

IV. REPORTS

None

V. 2015-2016 LITTLE CITY FOUNDATION REQUEST

This item was moved up on the agenda. Little City Foundation representative Beverly Saiz stated that Little City has two group homes in Arlington Heights. Little City has been the recipient of weatherization funds in the past to make improvements its group homes. The Village is also providing a grant/loan to Little City for a new roof and HVAC system at its Euclid Avenue home under the 2014-2015 CDBG program. The HVAC system replacement is being completed and the roofing work will be done when the weather breaks in the spring.

The request before the Housing Commission is for up to \$11,975 for the replacement of the roof at Little City's Raleigh Avenue group home. Little City received a grant from the Service Club of Chicago for interior improvements to the home, which were completed by the deadline of December 31, 2014. The other imminent repair need is the replacement of the roof. Little City has received several bids of which the bid for \$11,975 was the highest. It is expected that the cost will be lower, but Little City is requesting funding not to exceed \$11,975 in order to allow for a buffer for any unforeseen costs.

Ms. Saiz said that Little City is looking for another home to be used as a group home in Arlington Heights. She said that she appreciates that Arlington Heights has been receptive to Little City establishing group homes in the community, which unfortunately is not the case in all communities. She said that it is a goal of Little City to establish more group homes and to reduce the number of residents in each home in order to create more home-like environments. Ms. Boyer explained that small group homes (called community residences in the Zoning Code) are allowed in residential zoning districts as-of-right. Large community residences (5 – 8 residents) undergo an administrative review but are not subject to a public hearing.

Ms. Boyer complimented Ms. Saiz on her past handling of federal grant funds, recordkeeping, and compliance with requirements. Ms. Boyer said that she would need to check, but there may be sufficient funds in the 2014-2015 Group Home and Transitional Housing Program for this request.

A motion was made by Commissioner Hellner and seconded by Commissioner Jordan to approve the request from the Little City Foundations for a 1/3 grant and 2/3 loan for an amount up to \$11,975 under the Group Home and Transitional Housing Program for the replacement of the roof at the group home at 2634 N Raleigh. The funds are to preferably come from the 2014/2015 program allocation, but if 2014/2015 funds are not available, the project is approved for funding under the 2015/2016 Group Home and Transitional Housing Program. The motion was approved unanimously.

VI. OLD BUSINESS

A. Group Home and Transitional Housing Program

Ms. Boyer reported that Glenkirk has been granted an extension to complete the kitchen renovation at the Hadow Ave. home. The project should be completed by the end of August.

B. Single Family Rehabilitation Loan Program

Case 14-02: The work to cover the lead-based paint on this home with aluminum has been completed, and the home passed the lead based paint clearance inspections. It was suggested that the family have the children in the home tested for lead exposure. The only remaining work item is a small amount of exterior siding, and there may be some additions such as the previously discussed shutters, modified roof support posts, an outdoor light, and a new front door.

Case 14-05: This is a roof and gutter project that is waiting for warmer weather.

Ideas for how to publicize the program were discussed. Ideas were: 1) a message on the civic events sign; 2) another article in the Daily Herald; 3) a display at the library, 4) flyers on bulletin

boards such as at the train station; 5) e-blasts in the spring; and 6) advertising on the contractor page of the Daily Herald.

- C. Plan Commission – The Parkview Apartments project received final approval at the February 16, 2015 Village Board meeting. Chairman Hellner said that he received a telephone message from a developer of affordable housing who saw the newspaper article about the Parkview Apartments.

VII. NEW BUSINESS

A. 2015-2019 Consolidated Plan Discussion

Ms. Boyer had sent out copies of the draft 2015-2019 Consolidated Plan. Comments are due to Ms. Boyer the week before the March 2nd public hearing. Many agencies were contacted for the purpose of receiving input regarding the Plan. Updated information has been added to the draft Plan that was received since the first public hearing on January 12, 2015 from the Housing Authority of Cook County and the Alliance to End Homelessness in Suburban Cook County. Some sections of the draft Plan are being summarized in order to fit into the template provided by HUD for the submission of the Plan. Adoption of the Consolidated Plan is a requirement for receiving Community Development Block Grant (CDBG) funds, and its purpose is to explain how and why the Village is choosing its CDBG funding priorities.

B. Rental Inspection Discussion

The members decided that they still want into the topic of systematic inspections of the interiors of rental units. Ms. Jordan provided an example of her carbon monoxide detector having gone off and being informed that the detector had expired. It was replaced immediately, but it is not known how many other units in the Village may have similar health and life safety issues. Chairman Hellner commented that the Housing Commission has discussed setting up an inspection program that would be funded through fees to property owners and inspections done by private inspection companies so as not to impact the Village budget.

It was noted in Mr. McCalister's 2013 letter that the Building Department was planning to contact other communities about the inspections they require. Ms. Boyer said that she will speak with Mr. McCalister about whether this was done. She also suggested that a survey be done by the Northwest Municipal Conference to update the information that the Village has about other communities' rental inspection programs. Ms. Boyer said that she will ask the members of the Housing Commission to comment on the survey questions.

VIII. OTHER

Ms. Boyer said that the Village has received a request from a developer who requested a transfer of the Village tax-exempt bond cap for a project in Justice, IL. If the request is approved by the Village Board, the developer would pay a transfer fee of approximately \$75,000. Unless otherwise directed by the Village Board, this fee would be the first deposit into the Village's Affordable Housing Trust Fund.

IV. ADJOURNMENT

A motion was made by Commissioner Jordan, seconded by Commissioner Hageli to adjourn the meeting. The motion carried and the meeting adjourned at 8:20 PM.

NEXT MEETING: TBD