



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
January 12, 2015
7:30 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

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

BOARD MEMBERS ABSENT: Trustee Glasgow and Trustee 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 May 1, 2015 – April 30, 2016

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

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 on the five year Consolidated Plan including the May 1, 2015-April 30, 2016 Annual Action Plan and CDBG budget.

Regarding the Community Development Block Grant, the Village received 21 grant requests for funding totaling \$613,285 of which an estimated \$513,300 can be funded.

See Attachment A

The total 2015-2016 CDBG fund is estimated to be the sum of the following sources:

Federal 2015 Entitlement Grant (estimate):	\$249,710
Previous Year Carry-Over:	\$213,590
Projected Program Income:	\$50,000
Total:	\$513,300

The Village has the authority to fund programs totaling an estimated \$513,000, but there are some HUD restrictions.

"Attachment B" lists the funding requests according to the program restriction categories stipulated by HUD.

See Attachment B

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 2015 CDBG Entitlement Grant and the estimated prior year's (2014-2015) program income of approximately \$112,700: \$54,300 (rounded).
- **Administrative Services Cap** – The maximum funding for administrative services is 20% of the sum of the 2015 Federal CDBG Entitlement Grant and anticipated FY 2015-2016 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 2015-2016 less the amounts of the two caps: \$399,000.
- **Low and Moderate Income Benefit** – A minimum of 70% of the total CDBG funds for 2015-2016 must benefit low and moderate income persons: \$359,310.

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.

Charles Warner of Faith Community Homes explained that Faith Community Homes works with low income families with children, who live or work here in Arlington Heights, but are having a difficult time meeting their expenses. The families that come to them have very low income and are facing eviction or are homeless. The family enters the program for two years during which time rent support is provided. During the two years, mentoring and case management is also provided. The focus of this program is to help families budget and keep track of their resources. They help families find ways to increase their income by figuring out what alternatives they have for employment including possibilities for extra training to increase their employability. They have been providing these services for eleven years and have been able to help 85% of the families they have worked with. The grant request from the Village (CDBG) is \$2,000.

Mike Field and Rhonda Serafin of Township High School District 214 Community Education Foundation said this is a program that serves eligible non-native speakers of English who could benefit from beginning lessons in English as a second language, providing them with classroom instruction at the Arlington Heights Memorial Library. This is laying a foundation to help them become life-long learners of the English language which is critical to their success. When one adult attends this program, it has a ripple effect in their family which progresses on to help other people. The grant request from the Village (CDBG) is \$1,500.

Mayor Hayes asked what different languages are serviced by this program.

Mr. Field replied that this program teaches English only, but people speaking multiple languages are accepted to be serviced by this program.

Trustee Rosenberg asked if anyone has not been accepted into this program.

Mr. Field said that they have not turned anyone away and have the capacity to serve more at this point.

Jim Huenink of Northwest Center Against Sexual Assault (CASA) explained that Northwest CASA serves victims of sexual assault and sexual abuse. Services provided are counseling services to victims of sexual abuse and sexual assault as well as their significant others. They also provide 24/7 crisis intervention and medical advocacy at area hospitals. All of their services are free. They have a 24/7 crisis line for questions or concerns. They have partnered with Lutheran General to offer psychiatric care to their victims of sexual assault or abuse. Another new program in Cook County, along with Northwest Suburban Alliance on Domestic Violence, is setting up a sexual assault response team called SARCC. This team coordinates law enforcement and state attorneys in responding to sexual assault cases to coordinate the forensic investigation as well as the treatment. The grant request from the Village (CDBG) is \$2,000.

Trustee Sidor thanked them for all their efforts.

Mr. Huenink said that CASA also does educational programming in high schools about dating violence and how to reduce the risk of sexual violence. If you can prevent

one individual from being sexually assaulted, you've saved them a long hard journey.

Mark Parr of Children's Advocacy Center explained that this center provides direct services for children who are victims of sexual abuse, severe physical abuse, and who witness domestic violence in their homes. They are a 24 hour a day agency that responds to any reports of abuse where the child's safety continues to be a concern or where law enforcement has already been involved. They provide coordinated forensic interviews, so the child does not have to tell their story of abuse over and over again to different professionals at different times. The team of professionals includes detectives from the Arlington Heights Police Department, DCSF, States Attorney's office and staff from the Children's Advocacy Center. They all work together so there is only one interview which provides a range of support and services. Last year they served 31 children and adults from Arlington Heights. This year in the first six months they are at 21 clients from Arlington Heights. The grant request from the Village (CDBG) is \$2,000.

Trustee Blackwood asked what he would attribute the increase from this year vs last year.

Mr. Parr replied that is so hard to know since children disclose abuse at various times, some shortly after and some not for months or years.

Trustee Blackwood thanked them for the work they do.

Leah Kranz of Wings Program said this organization provides safe shelter for women and children that are impacted by domestic violence. They have a Safe House emergency shelter, transitional housing and permanent supportive housing. Last year they provided 68,117 nights of shelter to 558 women and children. Twenty women and children from Arlington Heights received 1492 nights of shelter. Their 24 hour crisis line handled more than 3400 calls. The grant request from the Village (CDBG) is \$5,000.

Trustee Farwell asked how they conduct outreach for education of the existence of the Safe House.

Ms. Kranz replied that Wings has an active marketing program and have built a lot of relationships within the community.

Trustee Farwell wanted to remind the Board and the Village of the Village resident who was killed in November by her husband. She chose to hide herself unsuccessfully, and to hear about how many organizations could have helped her, like Wings, he thanked them for all they do for women in this type of situation.

Ms. Kranz has a second request for the Safe House. The Safe House was built in 2005 and is ten years old. They are making a request to relocate the security system from the front door of its Safe House emergency shelter to the front desk. This relocation is needed in order to provide greater security and safety for the

women and children who live at the Safe House and for Safe House staff. The grant request from the Village (CDBG) is \$1,410.

Mayor Hayes asked if the location of the Safe House has to be in Arlington Heights to qualify for this block of funding.

Nora Boyer, Housing Planner, said the issue is that any Arlington Heights CDBG funds need to go for the benefit of Arlington Heights residents and since just a portion of the people served in the Safe House are Arlington Heights residents, the question is can this be 100 percent funded or would it have to be prorated.

Trustee Rosenberg asked if the Wings request could be revised to take whatever the percentage would be based on Arlington Heights residents at the Safe House.

Ms. Boyer replied that could be an option.

Trustee Blackwood asked if there were security issues at the Safe House.

Ms. Kranz replied this is more proactive.

Frederick Stupen of Resources for Community Living said this program offers affordable housing and individualized support services for adults with developmental and physical disabilities. Their support services include assistance in the areas of money management, employment, cooking, cleaning, transportation, community involvement, safety, communication, conflict resolution and other necessary skills needed for independence. The primary goal of these services is to assist persons with disabilities to live in their own homes and apartments reducing homelessness and unnecessary institutionalization. Disabled adults need and deserve to acquire life skills necessary to make it on their own. The grant request from the Village (CDBG) is \$5,000.

Trustee LaBedz thanked them for all they do. She asked about the housing options and asked if they obtain and operate independent apartments.

Mr. Stupen replied they do not own any housing. Their goal is to provide access to their clients for housing, whether it be an apartment or condominium. Their clients live in communities together with other individuals that are not disabled.

Trustee LaBedz wanted to confirm that their role is supportive services to help maintain independent living. Mr. Stupen replied that is correct.

Trustee LaBedz also wanted to say that she appreciates the assistance with employment for these individuals.

Trustee Sidor asked Mr. Stupen to elaborate on who is able to use their services.

Mr. Stupen said as part of the assessment they require a psychological exam on the individual. They do not serve individuals that have psychological issues that require lots of medication and monitoring, since they are not qualified to monitor these

individuals. Many of their clients may have disabilities such as Autism or Downs Syndrome.

Trustee Tinaglia asked Mr. Stupen if he was aware that Hersey High School has a very large program for these individuals.

Mr. Stupen replied that he is still learning about what they offer.

Lynndah Easterwood-Lahey Escorted Transportation Service/Northwest (ETS) Lynndah Easterwood-Lahey is the executive director for ETS Northwest. They are located in the Arlington Heights Senior Center, but are not run by the Village. Ms. Easterwood-Lahey explained that ETS provides a reliable volunteer based transportation service for older adults to medical and dental appointments. They wait with the adult onsite and bring them home. If necessary they will stop at a pharmacy to drop off or pick up a prescription. Since their beginning in September of 2006 through the end of 2014, 19,661 round trip rides have been provided. They use only volunteer drivers who provide their own vehicle and use their own gas. Last year ETS provided 1445 round trip rides for 163 Arlington Heights residents. Sixty percent of their overall number of rides are for Arlington Heights residents. They cover 160 square miles of territory. They go as far east as Lutheran General Hospital, as far north as Lake Cook Road, as far West as Barrington Road, and down to Alexian Brothers Medical Center and St. Alexius Hospital. Ms. Easterwood-Lahey thanked the Village for their support. The grant request from the Village (CDBG) is \$7,500.

Trustee LaBedz asked what happens if someone can't pay the donation for their ride.

Ms. Easterwood-Lahey said they ask for a \$12 donation. They send a request for the donation the month after the ride and there are people who do not or cannot pay. They are not denied service. There is no tipping allowed and they are not requested to give any money to the driver.

Trustee Sidor asked if the number of rides have increased over the years.

Ms. Easterwood-Lahey replied that their numbers have consistently grown.

Mayor Hayes asked how they get the word out that these rides are available.

Ms. Easterwood-Lahey said she does community fairs and is a member of the Arlington Heights Chamber of Commerce. She communicates with all the various hospitals and assisted living facilities.

Katie Barnickel of Suburban Primary Health Care Council thanked the Board for their past support. "Access to Care" is a primary health care program for low income, uninsured or underinsured residents of suburban Cook County. They provide doctor's visits for \$5, basic labs and x-rays for \$5 and prescription medication for \$15, \$30, or \$40. "Access to Care" last year served 116 residents of Arlington Heights. Ms. Barnickel explained they are currently going through a

transition, but the need for these services is as great today as it was last year. The grant request from the Village (CDBG) is \$10,000.

Ronald Jordan of Northwest Compass, Inc. Northwest Compass works very closely with CEDA. They provide case management with financial support toward day care costs for working parents to enable them to maintain their employment. The organization works with the parents to choose a licensed day care facility that will provide their children access to safe and stable environment while they are working. Parents are provided with direct client assistance, life skills workshops, money management training, and solution focused care management. The grant request from the Village (CDBG) is \$20,900.

Jena Hencin of Journeys/the Road Home thanked the Board for their continued help and support over the years. Journeys/the Road Home is the Northwest and Northern suburbs provider of homeless services. They run 18 pads shelters in the area, which six are located in Arlington Heights. This year alone, in the 2014-2015 year program, they already served 89 clients from Arlington Heights and gave them 3000 services such as shelter or basic needs. They work with the clients to get them back on track and connect them with other agencies for help. They serve about 1000 people a year. The grant request from the Village (CDBG) is \$10,000.

Mayor Hayes asked if the client is from Arlington Heights, does that mean their last address was in Arlington Heights. Ms. Hencin replied that is correct, their last permanent address was in Arlington Heights.

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

Stacey Van Enkecurt of the Arlington Heights Park District is here to request funding for the CAP program (Children at Play). This is the school districts before and after school program. This program is offered at 10 elementary schools within Arlington Heights' school districts, 21, 25, and 59. For the past 25 years it has been a joint effort between the Village, the school districts, and the park district to provide a safe low cost program for families in need of care for their children. Without the support of these three dedicated parties this program would not be possible to serve the approximately 850 plus children that are currently being served in the program this year, which is the highest number they have seen to date in this program. Requested funds would be used to subsidize costs for low/moderate income families. The participants pay between \$3.00 and \$3.25 per hour for care. They provide a fun, friendly structured environment that has a variety of activities for the participants to choose from. They have developed a partnership with the Arlington Heights Library that provides books for their program and come monthly to provide programing. The grant request from the Village (CDBG) is \$34,000.

Trustee Sidor said this is what he likes to see, when all the different entities of the village come together, to enhance the community enrichment, with the collaboration of the village, library, park district and the school district. He thanked them for all they do.

Courtney Frederick of Life Span said this program is a center for legal services, counseling and core advocacy for victims of domestic violence and sexual assault. They have been serving all of Cook County primarily the North and Northwest suburbs, including the city, for the past 36 years. Each year they provide services to about 3800 clients and 27,000 hours of direct client service. Last year 65 of those clients lived in Arlington Heights. All of their services are free. Legal services include divorce, child custody, emergency orders of protection, orders of protection, CNCO's for sexual assault victims and immigration assistance. They have individual counseling services and support groups for adults. They have a teen and children's program that provides counseling in their office as well as schools in the Northwest suburbs. The grant request from the Village (DBG) is \$7,000.

Trustee Rosenberg asked if they gave consideration to joining with Northwest CASA.

Ms. Frederick replied that Northwest CASA, Wings, Life Span, all of the domestic violence and sexual assault agencies belong to the Metropolitan Battered Women's network which is the collaboration of agencies. They all work together and try to reduce duplicate efforts. All of these agencies help their clients at different stages.

Mayor Hayes asked if the twelve attorneys and three paralegals on staff are providing these services pro bono.

Ms. Frederick said that all of their services are free. Most of their clients are low income, no income and at poverty levels.

Randi Frank of The Center for Enriched Living is a social enrichment center for people with developmental disabilities. They offer people of all ages who have a developmental disability the opportunity to make friends, to learn life skills, employment skills, and fun activities. This is to eliminate the isolation that is so prevalent with the population they serve. In Arlington Heights, they served approximately 35 people last year that participated in their programs. Eighty percent of the population they serve are adults due to their clients aging out of the school system at age 22. They also collaborate with other agencies. The grant request from the Village (CDBG) is \$3,000.

Carol Brown of Shelter Inc. said this program was started in 1975. They are located in the Village and they provide emergency and temporary housing for abused and neglected children. They are requesting support for the Healthy Families program. It's a child abuse prevention and home visitation program for first time low income at risk parents. The goal is provide first time at risk parents the support and intervention they need to provide a safe and loving environment. They partner with Northwest Community Hospital, St. Alexius Hospital and Alexian Brothers Medical Center. Last year they served 111 Arlington Heights residents and they hope to serve about 120 this year. The grant request from the Village (CDBG) is \$5,000.

Jessica Poirer and Alesia Hushaw of the Housing Authority of Cook County said the housing authority was recently awarded low-income tax credits for the

rehabilitation of the Albert Goedke apartments in Arlington Heights. Financing for this project is to come from multiple sources including the Cook County CDBG program. The Goedke apartments is comprised of 118 rental units reserved for elderly and/or disabled households at or below 80% of the area median income. Currently there are 115 persons residing in the building. The grant request from the Village (CDBG) is \$75,000.

Trustee Blackwood asked if they would accept private donations or does this have to be government funded.

Ms. Hushaw said it has to be government funded.

Bev Saiz of Little City Foundation's mission is to provide the most innovative services with opportunities to children and adults with developmental, physical, and intellectual disabilities so they can live safely and work productively, explore creatively and learn continuously throughout their lifetime. They serve over 400 individuals each year. Their residents learn to live as independently as possible in a home environment. Staff assists the residents in cooking and cleaning activities for daily living. They currently own and operate 15 CILA homes in suburban Cook and DuPage Counties, two of which are in Arlington Heights. Little City is requesting funds to install a new roof at the Raleigh home in Arlington Heights. This home is occupied by 8 adults ages 25-44; all are considered to be low-income. The grant request from the Village (CDBG) is \$11,975.

Charles Witherington-Perkins explained that this request is to continue partial funding of the debt service for the Senior Center of \$150,000. In 1996, the Village received permission from HUD to use \$200,000 from its 1997/98 CDBG allocation and \$150,000 from its CDBG allocations for the following 19 years to pay debt service on the bond issued to finance the Arlington Heights Senior Center. This funding plan expires after the 2016 federal fiscal year or after the Village's 2016/2017 fiscal year. The grant request from the Village (CDBG) is \$150,000.

Mark Hellner of Single Family Rehab Loan Program said he is here as the Chairman of the Housing Commission that administers the single family rehab loan program providing low and moderate income Arlington Heights residents with zero percent interest loans deferred for the rehabilitation of their homes. There have been 466 loans over the history of the program in which three have gone into default. This program has been in place in Arlington Heights since 1978. The loans are repaid when the owners ceases to be the full-time owner/occupant of the home, most typically when the home is sold. Currently they are asking for funding for the year 2015-2016. The grant request from the Village (CDBG) is \$125,000.

The other request is for \$75,000 for the physical improvement of group residence/transitional homes. This program would make funds available for the physical improvement of group homes and apartment buildings that provide housing and supportive services to persons with disabilities and to transitional housing that assist at-risk or struggling households to transition to permanent housing. The grant request from the Village (CDBG) is \$75,000.

Trustee Rosenberg asked if Little City is aware of this funding that might be possible.

Ms. Boyer replied yes.

Charles Witherington-Perkins said funds are requested for partial funding of the Housing Planner position in the Department of Planning & Community Development and for other administrative costs incurred with administering the CDBG program. Funds are also requested to cover administrative costs incurred in order to comply with Federal audit and legal notice requirements. The grant request from the Village (CDBG) is \$60,000.

B. Federal Fiscal Year 2015 - 2019 Consolidated 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 2015-2019 Consolidated Plan and 2015-2016 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 March 2, 2015, following the required 30-day period during which the proposed Annual Action Plan will be available for public comment.

TRUSTEE LABEDZ MOVED, SECONDED BY TRUSTEE SIDOR THAT THE COMMITTEE-OF-THE-WHOLE RECOMMEND TO THE VILLAGE BOARD, THAT THE DRAFT 2015-2019 CONSOLIDATED PLAN, INCLUDING THE 2015-2016 ANNUAL ACTION PLAN AND CDBG BUDGET, BE MADE AVAILABLE FOR THE 30 DAY PUBLIC COMMENT PERIOD.

THE MOTION PASSED UNIMOUSLY

V. OTHER BUSINESS

VI. ADJOURNMENT

TRUSTEE FARWELL MOVED, SECONDED BY TRUSTEE LABEDZ TO ADJOURN THE MEETING 9:34 P.M.

THE MOTION CARRIED UNANIMOUSLY.