

Approved

MINUTES OF A MEETING OF THE ARLINGTON HEIGHTS HOUSING COMMISSION VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS JULY 17, 2024

IN ATTENDANCE:

Commissioners

Present: Ken Kiefer Dave LoSavio Gabriel Nagy
Janice Krinsky William Delea

Commissioners

Absent: Andre Arrington David Miller

Staff Present: Nora Boyer, Housing Planner/Staff Liaison

Others Present: Fred Vogt Senior Citizens Commission
Carol Klein Village Resident

I. CALL TO ORDER

The meeting was called to order at 7:00 pm by Chairman Kiefer.

II. ROLL CALL

Present: K. Kiefer, J. Krinsky, , W. Delea, D. LoSavio, & G. Nagy

Absent: A. Arrington & D. Miller

Commissioner Nagy was welcomed to his first Housing Commission meeting and the commissioners introduced themselves.

III. APPROVAL OF MINUTES

A motion was made by Commissioner Krinsky, seconded by Commissioner Delea to approve the minutes of the June 26, 2024 meeting. The motion was approved unanimously by voice vote.

III. REPORTS

Ms. Boyer provided the following report on projects that are subject to the Inclusionary Housing Ordinance.

- Crescent Place: Opened on November 15, 2023.
- Grace Terrace: The project will go back to the Plan Commission on July 24, 2024.
- International Plaza: Demolition is continuing.
- 116-120 W Eastman: No update.
- Arlington Gateway: Demolition is completed. Planning has approved permits for zoning compliance.
- 5 N Douglas: No update.

- Arlington 425: Completing permit review.
- Berkshire Arlington Heights: No update.

Ms. Boyer said that she will provide the commissioners with a list (count) of inclusionary units that have been constructed and approved so far.

V. OLD BUSINESS

A. Single-Family Rehab Program

Ms. Boyer reported that the following project was completed and the cases are being closed:

- 23-03: Electrical work and re-roofing.

There is one new application.

- 24-02: The owner is collecting bids. The scope of work is expected to involve replacement of plumbing pipes in the basement.

B. Rental Registry Recommendation

Ms. Boyer presented the revised affordability questions to be added to the Multi-Dwelling License application form. It was recommended that the rent ranges be amended to have top rent ranges that are the same as the Illinois Housing Development Authority (IHDA) monthly rents for each unit size (number of bedrooms in the unit). There was a discussion about possibly adding whether water is included in the rent, but it was decided that the applicant could add this as an "other" cost not included in the rent.

C. 2024 Annual Action Plan and CDBG Budget

Ms. Boyer reported that the Village Board approved the Village's 2024 Annual Action Plan, including the Community Development Block Grant (CDBG) budget, on July 15, 2024. The 2024 Annual Action Plan will be submitted to HUD for review. The 2024 program year begins on October 1, 2024.

Ms. Boyer stated that the 2024 CDBG allocation for the Group Home Rehab Grant program is \$90,000. This amount is sufficient to fund the three applications that were submitted by Clearbrook, Little City Foundation, and Shelter Inc. if the Housing Commission funds their full requests. Some funds were also allocated in case the previously approved Shelter Inc. project involving the installation of fire safety equipment goes over budget.

The allocation for the Single-Family Rehab program for the program year starting October 1, 2024 is \$62,688.

The allocation for street resurfacing was reduced from the \$150,000/year allocations in the past few years to \$70,000.

Ms. Boyer explained that the total amount for public services and amount for CDBG administration are limited to maximums set by federal regulations.

D. Arlington Heights Affordable Housing Trust Fund

The memorandum on this topic from the Housing Commission's February 2024 meeting was included in this month's meeting packet as a refresher. This memorandum included a general

description of the 10 responses to the Request for Letters of Interest that were received at the end of 2022. The current balance in the Trust Fund is approximately \$1,060,000.

Ms. Boyer reported that Commissioner LoSavio and she had a virtual meeting with the manager of the inclusionary housing programs for Evanston, Highland Park, and Northbrook at Community Partners for Affordable Housing (CPAH). Commissioner LoSavio said that the purpose of the meeting was to see how the inclusionary housing programs are managed for these communities to see if it might be a useful model for Arlington Heights. Ms. Boyer discussed that Evanston, Highland Park, and Northbrook pay CPAH to market their inclusionary housing units, take-in preliminary applications, perform the income eligibility determination, keep a wait list, and refer eligible tenants to the management companies for the buildings with the affordable units. Commissioner LoSavio described it as a one-stop method which appeared to be less cumbersome for the applicants.

Ms. Boyer was asked how the Village monitors the Arlington Heights rental units with inclusionary units. She responded that the buildings are required to turn in an annual report that is reviewed for compliance with the maximum tenant incomes and maximum rents. Each building does their own application process and income eligibility determinations. Ms. Boyer was asked Chairman Kiefer asked if the management companies know how to do the income eligibility checks. Ms. Boyer responded that some information is provided to the management companies, but this aspect of the program could be improved.

Commissioner Krinsky said that she agreed that it is difficult for the public to find the affordable units. She suggested that social service agencies can be helpful by referring people if they have the information. She said that she has concern that paying for services such as those provided by CPAH would not be sustainable. Ms. Boyer said that she would try to find out how much the three municipalities pay for the CPAH services. Commissioner Nagy suggested that a representative to CPAH could be invited to a Housing Commission meeting to provide additional information.

There was a discussion of the priorities for the Trust Fund. It was pointed out that with the emphasis on affordable units being included in new developments, that the rate at which funds come into the Trust Fund needs to be considered when looking at Trust Fund priorities and uses.

Chairman Kiefer said that there are a lot of proposals for large, new construction, rental developments. He said that he likes the idea of supporting more group homes. He also commented that there has not been activity in the area of preservation of existing affordable rental units. He pointed out that a lot of affordable units are being lost to teardowns. Commissioner Delea suggested the possibility of a partnership with the high school districts' home construction programs.

Commissioner LoSavio asked about existing rental housing and referred to having met someone who lived in the Goedke Apartments. Ms. Boyer said that she will provide the commissioners with a map of the federally subsidized and other designated affordable units in Arlington Heights. It was commented that the federally buildings developed years ago can serve as examples of successful affordable, rental buildings.

VI. NEW BUSINESS

None.

VII. OTHER BUSINESS

A. August 21, 2024 Meeting Agenda

The following were discussed as topics for future meetings:

- CDBG Refresher
- Currently designated affordable housing including inclusionary units
- Affordable Housing Trust Fund
- CDBG Group Home Rehab Program grant applications for 2024/2025 funding

B. Missing Middle

Ms. Boyer reported that Arlington Heights has been selected for involvement in the Metropolitan Mayors Caucus Missing Middle technical assistance program. There are approximately a dozen municipalities included and there will be 6 peer network technical assistance meetings.

C. Public Comment

Ms. Klein introduced herself and said that she is interested in volunteering to assist the Housing Commission with increasing the availability of affordable housing. She described her background. She asked about any efforts in Arlington Heights regarding permitting accessory dwelling units or micro (100 – 200 sf) rental units. She also discussed the inability for people to locate tiny houses in most communities. Commissioner LoSavio commented that he has spoken to two developers who are interested in developing accessory dwelling units. Accessory dwelling units are permitted in Evanston. Ms. Boyer said that the missing middle housing sector may addresses attached accessory dwelling units in that missing middle housing includes multi-unit residential structures that are designed to look like single-family structures.

Mr. Vogt attended the meeting on behalf of the Senior Citizens Commission. He commented that they had a presentation at their last meeting called "Housing 101" the focus of which was how to determine how much affordable housing there is in Arlington Heights. The presentation went over income levels and need. The conclusion was that there is a need for affordable housing and not just for seniors, veterans, and persons with disabilities. The Senior Citizens Commission is interested what the Housing Commission is doing. Speaking as an individual, Mr. Vogt said that the Trust Fund money needs to be invested efficiently and urged putting the Trust Fund money to use.

VIII. ADJOURNMENT

A motion was made by Commissioner Krinsky, seconded by Commissioner Delea to adjourn the meeting at 8:24 pm.

The Motion: Passed

Ayes: K. Kiefer, J. Krinsky, W. Delea, D. LoSavio, & G. Nagy

Nayes: None

Absent: A. Arrington & D. Miller

Next Meeting: Wednesday, August 21, 2024 7:00 pm in the Commissions Room
Village Hall 2nd Floor