



AGENDA
HOUSING COMMISSION
Commissions Room, 2nd Floor
Arlington Heights Village Hall, 33 S. Arlington Heights Rd.
Arlington Heights IL 60005
January 15, 2025
7:00 PM

- I. CALL TO ORDER
- II. ROLL CALL OF MEMBERS
- III. APPROVAL OF MINUTES
 - A. November 20, 2024
- IV. REPORTS
 - A. Status Update on Inclusionary Affordable Housing Projects
- V. OLD BUSINESS
 - A. Single Family Rehab Program
 - B. Affordable Housing Trust Fund - Report on Conversation with the Preservation Compact
- VI. NEW BUSINESS
 - A. Guest: Executive Director of the Northwest Housing Partnership to Discuss the Agency's Programs
 - B. Aging-in-Place Discussion
 - C. Recap of October Board/Commission Meeting & Village Board Business Plan
- VII. OTHER BUSINESS
 - A. Next Meeting Date and Agenda Items
- VIII. PUBLIC COMMENT

Anyone wishing to speak on a subject not on the Agenda may speak at this time. Please limit your comments to three minutes.

- IX. ADJOURNMENT

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

Language interpreter or written materials in accessible formats, should contact the Health & Human Services Department, at 33 S. Arlington Heights Road, Arlington Heights, IL 60005, healthmail@vah.com or 847/368-5760.

Draft

MINUTES OF A MEETING OF THE ARLINGTON HEIGHTS HOUSING COMMISSION VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS NOVEMBER 20, 2024

IN ATTENDANCE:

Commissioners

Present: Ken Kiefer Dave LoSavio Gabriel Nagy
William Delea David Miller

Commissioners

Absent: Janice Krinsky

Staff Present: Nora Boyer, Housing Planner/Staff Liaison

Others Present:

Jessica Smart	Clearbrook Center
Annie Palubicki	Clearbrook Center
Paul Cusimano	Little City Foundation
Xochitl Soto	Shelter, In.
Fred Vogt	Senior Citizens Commission
Steve Raminiak	Senior Citizens Commission
Keith Moens	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, W. Delea, D. LoSavio, D. Miller, & G. Nagy

Absent: J. Krinsky

III. APPROVAL OF MINUTES

A motion was made by Commissioner Delea, seconded by Commissioner Miller to approve the minutes of the September 18, 2024 meeting with typographical corrections. The motion was approved unanimously by voice vote.

IV. NEW BUSINESS

A motion was made by Commissioner Miller, seconded by Commissioner Delea to move the New Business items up on the agenda. The motion was approved unanimously by voice vote.

A. Program Year 2024-2025 CDBG Applications to the Group Home Rehabilitation Grant Program from Clearbrook, Little City Foundation, and Shelter, Inc.

Presentations of CDBG grant requests were made by the three non-profit agencies that requested funding: 1) Clearbrook, 2) Little City Foundation, and 3) Shelter, Inc.

Clearbrook

The representatives from Clearbrook provided information about Clearbrook's service area and services the agency provides for persons with disabilities. Clearbrook provides services throughout their clients' lifetimes.

Ms. Smart and Ms. Palubicki presented their grant request for Clearbrook's Miner Street Community Integrated Living Arrangement (CILA) home. Funding was requested for a concrete ramp from the home to the backyard. This ramp would enable the current resident who uses a wheelchair to use the backyard and patio and make this area accessible to future residents who may have or develop mobility issues. Funds were also requested to make modifications to the home's kitchen to improve accessibility by the residents.

It was explained that there is a ramp from inside the garage to the interior of the home.

Commissioner LoSavio asked for a description of the modifications that would be made to the kitchen. Ms. Palubicki described the planned modifications.

Commission Miller asked how long Clearbrook has owned this house and how many houses Clearbrook has in Arlington Heights. Ms. Palubicki responded that Clearbrook has owned this home for about 4 years and Clearbrook owns a total of 6 CILA homes in Arlington Heights that have a total of 37 residents. It was said that residents tend to stay at CILA homes for 20 – 30 years. Clearbrook tries to support the residents in enabling them to stay as long as they can in the CILA homes.

Commissioner Miller asked where the funds for the project would come from if the CDBG grant was not approved. Clearbrook's response was that the funds would need to come from other program areas. Services would have to be reduced under those programs to cover the cost of these improvements.

Chairman Kiefer asked how many residents live in this home. The answer was 4 residents.

Commissioner Nagy asked if the residents pay for the CILA housing. The response was that the cost of the housing is provided under a program of the Illinois Department of Human Service, but Clearbrook is responsible for maintenance and capital improvements to the homes.

Little City Foundation

Paul Cusimano presented Little City Foundations' request for CDBG funding for backyard fencing and installation of a sport court (basketball half court) at their Euclid Avenue CILA. He said that Little City Foundation has been around since 1959, and he described their range of services to persons with disabilities.

Mr. Cusimano explained that the residents of the Euclid home would benefit from this recreational amenity because the home is on a relatively busy road making it difficult to get to recreational space without having to be driven. Facility vehicles are often parked on the driveway making it less usable for recreation. The fencing would provide enhanced safety.

Little City looks forward to the improvements enhancing the neighborhood. Mr. Cusimano said that they have discussed the fence with the neighbors who are in agreement with it being put up. He said that he will confirm that the sport court has also been discussed with the neighbors. There will be no lighting of the sport court.

Little City Foundation is contributing \$5,000 toward the project and would not proceed with the project, at least not this year, without the CDBG grant.

Commissioner Nagy asked whether any improvements are needed to the interior of the home. Mr. Cusimano responded that the interior is in good shape at this time, and the priority for this home is currently on the exterior improvements. A usable outdoor space would extend the life of the indoor improvements.

Mr. Cusimano stated that like the Clearbrook homes, residents tend to stay in these homes for decades as their permanent homes. The CILA homes enable the residents to be part of the community, and they want to be good neighbors. The sport court will be professionally installed so that it will be long-lasting.

Commissioner Miller asked some questions about access of the home's residents to other recreational facilities. Ms. Cusimano stated that they have access to other recreational facilities but that time has to be scheduled and transportation needs to be provided. He commented that the residents want to use and enjoy their home just as other members of the community do, and the installation of the sport court is the kind of improvement that other households might make. The residents of the home would be able to invite their friends over as guests to use the sport court just as anyone else would invite friends to their homes to socialize.

Shelter Inc.

Ms. Xochitl Soto explained that the home provides housing for young men who are leaving the child welfare system. They attend school or work while learning life skills. Six young men reside in the home which was constructed as a duplex. The work proposed would be tuckpointing and the repair/replacement of brick and the structural lintel over the garage door. Ms. Soto went through the bids that have been received.

Chairman Kiefer asked how the neighbors have adjusted to the opening of this supportive living home at this location. Ms. Xochitl said that initially the neighbors had concerns because of the number of police calls to the location. However, she explained that it is the agency's policy to call the police whenever a resident does not arrive home when expected. This sometimes happens with young people for reasons that are not problematic beyond the lateness. She said that the neighbors now understand this. She said there is staff in the home 24-hours per day.

Ms. Boyer explained that the allocation for the Group Home Rehab program is \$90,000 which is sufficient to cover all three projects leaving about \$15,000 for contingencies. Staff is asking for approval on the scopes of work and approximate project costs. Multiple bids will be obtained for all work that will lead to the determinations of the final project costs. Ms. Boyer said that applications to the program are not normally received during the year. It would be expected any future requests would be made for the next funding year. All of these projects would be completed during this program year.

Mr. Nagy commented that the three projects would benefit a total of 15 persons which is about \$5,000 per beneficiary. Commissioner LoSavio said that the permanent nature of the improvements would benefit the residents of the home over many years.

Commissioners commented that Little City Foundation's request for a sport court is unusual and may appear at first to be a luxury. However, the Commissioners recognized the health benefits to the disabled residents of having on-site recreational opportunities. Commissioner

Miller said that he is comfortable with the proposed projects. He said that he would be interested in hearing, in a year or two, how the sport court is being used. He thinks it makes sense for the property and residents, but would hope the agency would be open to reporting if it is or is not being used as expected. Commissioner Kiefer said that he appreciates that Little City is contributing to the project and that there are health and safety aspects in favor of the project.

A motion was made by Commissioner Miller and seconded by Commissioner Delea to approve the Clearbrook project for the ramps and kitchen at the estimated project cost of \$41,600, the Little City Foundation fencing and sport court project at the approximate cost of \$29,000, and Shelter Inc. project for brick/lintel repair and tuckpointing at the approximate cost of \$5,250 with scopes of work as written and with the balance of funding in the Group Home Rehab Program to be available for contingencies such as price increases or unexpected situations during construction.

The Motion: Passed

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

Nays: None

Absent: J. Krinsky

Chairman Kiefer thanked the agency representatives for what they do and for coming to the meeting.

B. 3310 & 3255 N. Old Arlington Heights Road Townhomes - Affordable Housing Plan Review

The petitioner was not present at the meeting. Ms. Boyer went to her office to see if there was a message from the petitioner. There was not.

The commissioners commented that the proposal is in full compliance with the Inclusionary Housing Ordinance. The affordable housing requirement is 1.2 units, and Commissioner Delea said that he appreciates that the .2 units will be provided as a fee. Chairman Kiefer commented that the affordable unit that is being provided is a 3-bedroom unit which is larger than we normally see and would accommodate a family.

Chairman Kiefer opened the discussion for public comment. Mr. Moens asked whether the finishes in the affordable unit not being the same standard as in the market rate unit is consistent with the Inclusionary Housing Ordinance. Ms. Boyer said that it is consistent and that finished in affordable units must be at least standard contractor grade.

A motion was made by Commissioner Kiefer, seconded by Commissioner Delea, to recommend to the Village Board of Trustees approval of the Affordable Housing Plan for the Old Arlington Row (3310 & 3255 N Old Arlington Heights Rd) development as meeting the requirements of the Inclusionary Housing Ordinance under the following conditions:

The Applicant is responsible to ensure that the Planned Development is and remains in full compliance with the requirements of Article XVII of Chapter 7 of Village Code, being the Village's Inclusionary Housing Ordinance, and the Village's Inclusionary Housing Guidelines, including, without limitations, the following:

- a. Providing, at a minimum 5% of the total units in the Planned Development as affordable (1 actual on-site unit and .2 units as a fee-**

in-lieu of actual units) in compliance with Section 7-1707(b)(2) of the Village Code and the Village's Inclusionary Housing Guidelines.

b. Ensuring compliance with all other provision of the Inclusionary Housing Ordinance and the Inclusionary Housing Guidelines as applicable.

The Motion: Passed

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

Nayes: None

Absent: J. Krinsky

V. REPORTS

A. Status Updates on Inclusionary Affordable Housing Projects

Ms. Boyer reported on the developments as follows:

Crescent Place – Opened November 2023.

Grace Terrace – Went to Village Board in August. Approved 6 – 2 under the condition that it is a 2-story building. New plans were required for this change. To return to the Village Board for final consideration and ordinance.

Urban Street Group/International Plaza – Demolition is completed. They have extended their agreement to purchase the property and the MOU with the Village have been extended by 6 months to around March/April 2025. The affordable building that has been discussed is not on IHDA's list of applications for Low-Income Housing Tax Credits for 2025.

116-120 W Eastman – No update at this time.

Arlington Gateway – Construction is underway.

5 N Douglas – No update at this time.

Arlington 425 – Was granted a 6-month extension to the end of March 2025 to begin construction. They are updating plans and permits.

Berkshire Arlington Heights – Submitted to the Illinois Housing Development Authority (IHDA) for 2025 tax credits. This is the building proposed to be located on the bowling alley parking lot in the Hickory/Kensington area.

VI. OLD BUSINESS

A. Single-Family Rehab Program

Ms. Boyer reported that there is one project underway. It is project 2024-02/HE408. The work involves replacing water supply pipes in the basement. The project cost is under \$10,000 and was approved by staff. The plumbing work has been completed. Some drywall needs to be repaired.

B. Arlington Heights Affordable Housing Trust Fund

Ms. Boyer provided the responses to the Requests for Expressions of Interest for the commissioners' review. Ms. Boyer also provided copies of the Trust Fund Ordinance which includes a description of the eligible activities. Ms. Boyer also reviewed the purpose of the Trust Fund as stated in the Ordinance. The emphasis is on creating or preserving dedicated (long-term) affordable units.

Ms. Boyer said that there were previous discussions around using the Trust Fund money for new construction rental housing. However, those types of projects have been coming forward without money from the Trust Fund. Ms. Boyer provided a list of the possible uses for the Trust Fund she has heard expressed. She is requesting feedback. The possible uses on the list are: 1) gap financing for new construction rental housing; 2) supporting at-risk, naturally occurring, market-rate, rental housing (NOAHs); 3) missing middle housing; 4) additional group homes; 5) senior housing needs including aging-in-place; and 6) Trust Fund administration.

Ms. Boyer said that a TEAMS meeting has been set up for December 4, 2024 with The Preservation Compact and Community Investment Corporations (both in Chicago). These organizations have a new website tool related to the preservation of existing rental housing and they administer rental preservation finance programs. Ms. Boyer will email the website address for the new tool which lists types of programs appropriate for different housing markets. Arlington Heights is a type 4 market under the tool. Ms. Boyer extended an invitation for two of the Housing Commissioners to attend the TEAMS meeting on December 4th.

Ms. Boyer provided information on a couple of other affordable rental preservation programs including the new property tax assessment program.

Ms. Boyer suggested that the Housing Commission could select a few of the potential uses for the Trust Fund and explore each at a Housing Commission meeting in an effort to work toward a recommendation for the Village Board. Chairman Kiefer agreed that it would be a good idea to adopt this as a strategic objective of the Housing Commission in 2025. He said that this is something the Village Board wants to see addressed in 2025 according to the Village Board's business plan to be discussed further at the next Housing Commission meeting. He emphasized that we need to be cognizant of the purpose and permitted activities as stated in the Trust Fund Ordinance. He said that he would be interested in looking in more detail at affordable housing preservation.

Commissioner Nagy stated that there is a need for housing preservation and also new construction. He said he would like to start having conversations with people interested in new creative business models and work toward a pilot project.

Commissioner Delea commented that the Village could begin with building on one of the Village-owned properties since the cost would be lower. Commissioner Miller commented that the Trust Fund presents an opportunity because it has few restrictions. He said his approach would be to possibly find a partner and determine how we could have the most impact on the greatest number of people. He suggested looking at the responses to the request for expressions of interest and working on narrowing down the options. He agreed with looking at what we are currently not seeing in terms of projects and weighing whether action should be taken in those areas. Chairman Kiefer suggested that after reviewing the materials, the Housing Commission may want to invite representatives from groups such as The Preservation Compact or Community Investment Corporation to future Housing Commission meetings.

Commissioner Miller asked how other communities use their Trust Fund money. Ms. Boyer said that some communities fund a program such as the Village's Single-Family Rehab Program. She said that several suburban Chicago communities are exploring how to use their new trust funds, and she asked the Metropolitan Mayors Caucus about convening a meeting on this topic.

C. Village Owned Properties and Proposed Development Strategy

There as a brief discussion of the Village-owned properties. The number of units that could be built on those properties is limited, but it could be a start. Commissioner Delea pointed to the information in the meeting packet that shows how more units can be put on lots.

Commissioner Nagy said that it would help to assemble large area of land perhaps partially through donations. He said that he has been having conversations with Ben Schulman, a Partner with the Office of Housing Strategies which is a consultancy that unlocks barriers to affordable housing. Mr. Schulman is also a director of a5 Branding and Digital which is a communications and media design firm the focuses on healthy, sustainable communities.

Commissioner Kiefer said that there are other resources that could be brought into an affordable housing initiative such as the Federal Home Loan Bank's Affordable Housing Program.

D. Update on Joint Meeting with Senior Citizens Commission

Ms. Boyer said that a request for the proposed meeting needs to be made by the Senior Citizens Commission to the Village Board for authorization. Mr. Steve Raminiak introduced himself as a member of the Senior Citizens Commission. He said the Senior Citizens Commission is discussing aging-in-place and they want to have input on the Trust Fund. He said that as a part of having been certified by the AARP as an Age Friendly Community, they reached out to the community and determined that the greatest areas of senior need are: 1) affordable housing, 2) communication, and 3) transportation. He said that the Senior Commission is planning to hold some "listening sessions" at the end of January or February about what the senior affordable housing need actually is. The Senior Citizens Commission will return to the Housing Commission with the gathered information and data. He said that his guess is that much of the need is among seniors who are renting homes.

Mr. Fred Vogt from the Senior Citizens Commission offered that the sale of Village surplus properties could be a source of funding and combined with the Trust Fund money.

Commissioner Nagy commented that more multi-generational housing is being created. He said that multi-generational housing provides more community and benefits the members of the different age groups than age-segregated housing.

VII. OTHER BUSINESS

A. Next Meeting Date and Agenda

The Housing Commission will not meet in December 2024. The next regularly scheduled meeting date is Wednesday, January 15, 2024.

VIII. ADJOURNMENT

A motion was made by Commissioner Delea, seconded by Commissioner Nagy to adjourn the meeting at 9:07 pm. The motion was approved by voice vote.

SINGLE-FAMILY REHAB PROGRAM STATUS REPORT – October 1, 2024 to September 30, 2025

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
24-02 HE408	3/26/2024	By Owner	Replace pipes in basement	\$10,000	\$9,600		\$9,600	\$9,600	Closed.

SFR LOAN PROGRAM - FINANCIAL SUMMARY

2024/2025 CDBG allocation:	\$62,688.00
SFR Case 24-02	- \$9,600.00
Estimated balance	\$53,088.00

Loans Repaid CDBG Fiscal Year To Date: 10/1/24 – 9/30/25

Case #	Date Paid	Yrs to Repayment	Amount	Reason sold (if known)



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

1/15/2025

Item: Guest: Executive Director of the Northwest Housing
Partnership to Discuss the Agency's Programs

Department: Planning & Community Development

Item Description:

ATTACHMENTS:

None



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

1/15/2025

Item: Aging-in-Place Discussion

Department: Planning & Community Development

Item Description:

ATTACHMENTS:

None



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

1/15/2025

Item: Recap of October Board/Commission Meeting & Village Board
Business Plan

Department: Planning & Community Development

Item Description:

ATTACHMENTS:

None