

APPROVED

MINUTES OF A MEETING OF THE ARLINGTON HEIGHTS HOUSING COMMISSION VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS APRIL 16, 2025

IN ATTENDANCE:

Commissioners

Present: Ken Kiefer Gabriel Nagy David Miller
Janice Krinsky

Commissioners

Absent: William Delea Dave LoSavio

Staff Present: Nora Boyer, Housing Planner/Staff Liaison

Others Present: Keith Moens, Arlington Heights resident
Fred Vogt, Senior Citizens Commission

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, G. Nagy, & D. Miller

Absent: W. Delea & D. LoSavio

III. APPROVAL OF MINUTES

A motion was made by Commissioner Krinsky, seconded by Commissioner Nagy to approve the minutes of the March 19, 2025 meeting. The motion was approved unanimously by voice vote.

IV. REPORTS

Ms. Boyer gave a status update on the Arlington Heights projects subject to Inclusionary Housing Ordinance.

- Crescent Place – Opened in November 2023.
- Grace Terrace – Approved by the Village Board.
- Urban Street Group/International Plaza – Conversations have been going on with staff. A formal Plan Commission application has not yet been received.
- 116-120 W Eastman – Demolition expected to begin this summer.
- 5 N Douglas – A formal Plan Commission application is expected around May or June 2025. This project will return to the Housing Commission if the affordable housing component of the project has changed.
- Arlington 425 – The developer has formally withdrawn the project. The entitlements expire on May 7, 2025.
- Berkshire Arlington Heights – A project proposal is expected to go before the Conceptual Plan Review Committee sometime this summer.

- Old Arlington Heights Rd/County Lane Townhomes – This project has been approved by the Village Board. Approval of the ordinance is being scheduled. The development will include 1 townhome.

V. OLD BUSINESS

A. Single-Family Rehab Program

There are two active applications. With respect to SFR Case 25-01, the homeowner participated in the Single-Family Rehab Program previously and obtained a loan for \$19,462. The difference between that loan amount and the maximum loan amount for a home under the program of \$25,000 is \$5,538. The homeowner is requesting a loan for window replacements at his home. The cost is expected to be well over the \$5,538 with one bid having been received so far which is for \$12,600. He has owned the home since 2004. The homeowner receives Social Security as his source of income.

Ms. Boyer said that the Housing Commission has made exceptions to the maximum loan amount of \$25,000 twenty-seven times (5% of past loans) in the past. The current loan amount of \$19,462 plus the bid amount of \$12,600 would total \$32,062 which is within the range of the exceptions approved previously. Ms. Boyer said that she was seeking informal feedback on whether the Housing Commission would consider a total in loans on this home over \$25,000. She cautioned that a lead-based paint test of the home would be required. If lead-based paint is found it would increase the total cost for the project. There was general concurrence that the Housing Commission is willing to look at this request and asked that Ms. Boyer provide the information needed to review the project at a future meeting.

SFR Case 25-02 was received the day before the meeting. Ms. Boyer said that it sounds like the house is not in good shape. Needs may include a new roof, electric work, plumbing work, and HVAC replacement. The house was built in approximately 1965 and the existing furnace is original to the house. Ms. Boyer said that she is in the process of doing the eligibility determination.

B. Affordable Housing Trust Fund

Ms. Boyer has been looking at some other municipalities' trust fund programs and processes. She has suggested that the Housing Commissioners look at the Village of Oak Park's process as a possible model. Their model includes a rubric with criteria for evaluating applications to the trust fund. The criteria would need to be written to be responsive to the Village of Arlington Heights priorities and policies. The model will be looked at in more detail at the next meeting. The Commissioners who had a chance to look at the Oak Park process before the meeting responded favorably to examining it further as a possible model. Ms. Boyer said that she has a meeting with a staff person at Oak Park to discuss their experiences under their process.

Ms. Boyer asked if the Housing Commission would be interested in working on the request for applications for possibly a larger project and also looking at developing a program that would be smaller but on-going. Commission Miller suggested contacting the management companies at the older, existing affordable housing buildings in Arlington Heights to see if they have any needs that might be funded through the trust fund. Ms. Boyer said that she would reach out to the management companies.

C. Village Board of Trustees 2026-2027 Strategic Plan

A draft of the Housing Commission's feedback concerning the Village Board 2026-2027 Strategic Plan discussion.

A motion was made by Commissioner Krinsky, seconded by Commissioner Miller, to approve the February 6, 2025 Memorandum to the Village Board for consideration during their 2026-2027 Strategic Plan discussion.

The Motion: Passed

Ayes: K. Kiefer, J. Krinsky, D. Miller & G. Nagy

Nays: None

Absent: W. Delea & D. LoSavio

VI. NEW BUSINESS

A. 2025-2029 Consolidated Plan and 2025 Annual Action Plan including 2025-2026 CDBG Funding Applications

There was a discussion of past CDBG funding requests from the Housing Commission and the amounts. Ms. Boyer provided information on the estimated revenue. Ms. Boyer said that staff is looking into possibly recommending that the administration of the Single-Family Rehab Program be contracted out to a non-profit agency such as the Northwest Housing Partnership in the hope that more homes. The Northwest Housing Partnership administers the single-family rehab programs for Schaumburg, Hoffman Estates, Mount Prospect, Des Plaines, and Skokie.

A motion was may by Commissioner Nagy, seconded by Commissioner Krinsky, to recommend to the Village Board that CDBG funds be allocated for program year 2025-2026 for the Single-Family Rehab Loan Program in the amount of \$100,000 and for the Group Home Rehab Loan Program in the amount of \$110,000.

The Motion: Passed

Ayes: K. Kiefer, J. Krinsky, D. Miller & G. Nagy

Nays: None

Absent: W. Delea & D. LoSavio

Ms. Boyer was asked to bring the results of the 2025 CDBG Community Needs Survey to the next meeting.

B. Review of Arlington Heights Zoning Map

Copies of the Village's Comprehensive Plan and Zoning Map were brought to the meeting for examination by the Housing Commissioners.

VII. OTHER BUSINESS

A. NEXT MEETING DATE AND AGENDA

Ms. Boyer said the Shelter Inc. is experiencing change orders for the fire alarm system/sprinkler system project at their shelter care home. The approximate amount of that the project is over budget by about \$31,420. The original grant for the project cost is \$43,332. Shelter Inc. called asking about the possibility of applying for more CDBG funds in the next program year (2025-2026). There may be issues with trying to use 2025-2026 funds retroactively to this program year. There are some unallocated funds remaining in the Group Home Rehab program for 2025-2026. There was concern on the Housing Commission about the amount of the change orders on top of the original project cost. If Shelter Inc. wishes to request additional CDBG funds, it was asked that a representative from Shelter Inc. attend the next Housing Commission meeting with information about the reasons for the increases

in cost. Commissioner Krinsky talked about the importance of this program for the young men served by the home. Shelter Inc. has said that they have been raising funds from other sources to cover part of the increased cost. Ms. Boyer said that she will invite Shelter Inc. to attend the next Housing Commission meeting to discuss their need and request.

Topics for the Next Meeting:

- Trust Fund process and application including additional information from the Village of Oak Park
- Shelter, Inc. fire alarm system/sprinkler system project

Commissioner Nagy mentioned the "Missing Middle Housing" workshop scheduled for May 1, 2025 10 am – noon in Oak Park. Commissioner Nagy and Ms. Boyer plan to attend.

B. PUBLIC COMMENT

Mr. Moens commented that the public services funding requests typically are double the amount of CDBG funds available for public services and asked if consideration is being given to funding higher levels of those requests. It was commented that the public service requests generally do not fall under the purview of the Housing Commission. The comment regarding additional funding for public services can be made before the Trustees at the public hearings on the Consolidated Plan and Annual Action Plan.

VIII. ADJOURNMENT

A motion was made by Commissioner Krinsky, seconded by Commissioner Nagy to adjourn the meeting. The motion was approved by voice vote. The meeting ended at 8:25pm.

Next Meeting: Wednesday, May 21, 2025 at 7:00 pm