

APPROVED

**MINUTES OF A MEETING OF
THE ARLINGTON HEIGHTS HOUSING COMMISSION
VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS
June 18, 2025**

IN ATTENDANCE:

Commissioners

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

Commissioners

Absent: Janice Krinsky

Staff Present: Nora Boyer, Housing Planner/Staff Liaison

Others Present: Keith Moens, Arlington Heights resident
Fred Vogt, Senior Citizens Commission
George Motto, 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, W. Delea, D. LoSavio, G. Nagy, & D. Miller

Absent: J. Krinsky

III. APPROVAL OF MINUTES

A motion was made by Commissioner Delea, seconded by Commissioner LoSavio to approve the minutes of the May 21, 2025 meeting with a few typographical corrections. The motion was approved by voice vote.

IV. REPORTS

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

- Grace Terrace – Approved by Village Board
- Urban Street Group/International Plaza – The Design Commission submission will be reviewed by the Design Commission at its second meeting in May. The Plan Commission application has not been received but is expected in the next month or two.
- 116-120 W Eastman – Demolition expected to begin this summer
- 5 N Douglas – No update. The last update was that a Plan Commission application is expected this summer.

V. OLD BUSINESS

A. Single-Family Rehab Program

Ms. Boyer reported that the SFR Case 25-01 window replacement project is proceeding. The required lead-based paint assessment was done and no lead-based paint hazards were identified. Ms. Boyer is contacting the approved contractor about putting the work under contract.

Ms. Boyer is meeting with the homeowner for SFR Case 25-02 in the coming week to discuss the scope of work for the home.

There are no other new applications.

B. Affordable Housing Trust Fund

Ms. Boyer reviewed the history of the Affordable Housing Trust Fund. The Affordable Housing Trust Fund Ordinance contains the purpose of the Trust Fund and a list of types of eligible activities. Chairman Kiefer pointed out that the ordinance states that the Trust Fund was created for the "sole purpose of providing and preserving Attainable Housing opportunities within the Village." He asked for and received concurrence regarding the importance of ensuring that any recommendations or project funding from the Housing meet the purpose and eligible activities as described in the Ordinance.

The Housing Commissioners had been asked to review the Village of Oak Park's trust fund allocation process as a possible model for Arlington Heights. The commissioners commented that the Oak Park process is straight forward and transparent especially due to the published application review criteria. It was commented that Oak Park's ordinance allows for a broader range of projects and programs (including rental assistance) than does Arlington Heights' ordinance. Oak Park also has higher fees including a \$7,000 demolition tax as compared to Arlington Heights \$4,200 linkage fee. Ms. Boyer confirmed that extensive remodeling projects in Arlington Heights are likened to new construction and the linkage fee is charged for those projects as determined by the Planning Department. Ms. Boyer explained that with regard to supporting projects that involve the creation of new affordable units, Oak Park process has been to provide letters of commitment to Low-Income Housing Tax Credit (LIHTC) applicants after they have passed the preliminary application stage and are preparing their full applications. She stated that funds are tied up for the 1 – 2 year duration of the LIHTC application process with the Illinois Housing Development Authority. Sometimes project applications are not approved and the funds are unobligated and re-granted through the trust funds process.

There was concurrence that the Housing Commission would work within the confines of the existing Ordinance and not seek expansions of the eligible activities under the Ordinance at this time. It was commented that there are a number of things that could be funded under the current Affordable Housing Trust Fund Ordinance, and looking to broaden the range of eligible activities would result in a delay.

Chairman Kiefer commented that the Housing Commission should focus on the approved priority populations. Commissioner Nagy stressed including creativity in program design in the review criteria and the potential for supporting efforts of non-profit organizations. Commissioner Delea talked about the Village-owned property off of Rand Road and including the property as a resource for redevelopment in conjunction with the Trust Fund or the potential for selling the property to add the proceeds to the monies in the Trust Fund.

There was concurrence with starting with the framework of the Oak Park trust fund process as a model for the Arlington Heights process. It was commented that unlike Oak Park, Arlington Heights needs only a "development" application and scoring criteria not also a "program" application and scoring criteria due to the more limited types of eligible activities

under Arlington Heights Affordable Housing Trust Fund Ordinance. Ms. Boyer said that staff will work on a mock-up of an Arlington Heights application and trust fund guidelines including review criteria.

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

Ms. Boyer said that the draft 2025-2029 Consolidated Plan, including the 2025 Annual Action Plan, went before the Village Board for a public hearing on June 2, 2025. The draft Plan is currently available for public comment. The next public hearing and anticipated date of adoption of the Plan is July 21, 2025. The draft Plan includes the following amounts:

- Single-Family Rehab Loan Program draft allocation of \$75,547 (an increase from \$62,688 for 2024/2025)
- Group Home Rehab Grant Program draft allocation of \$80,800 (which is greater than the total received for individual group home rehab requests plus a contingency amount)

VI. NEW BUSINESS

None

VII. OTHER BUSINESS

A. NEXT MEETING DATE AND AGENDA

The agenda will include continuation on the trust fund process. Ms. Boyer was asked to provide a draft of the Arlington Heights process (based on the Oak Park process) for review by the commissioners prior to the meeting.

VIII. PUBLIC COMMENT

Mr. Vogt said that speaking on behalf of himself and the Senior Citizens Commission, he is encouraged to see that the Housing Commission is making process with regard to the trust fund application process. He said that the Senior Citizens Commission wishes to provide support in any way it can. He said that the Senior Citizens Commission will be putting out a survey concerning senior affordable housing needs that will be available through the end of

Dr. Motto commented that the Senior Citizens Commission is pleased that seniors are among the propriety populations for the Arlington Heights Affordable Housing Trust Fund. He said that it is a focus of the Senior Citizens Commission to assist seniors with "aging-in-place" which include either in their current homes or downsizing into other appropriate housing in Arlington Heights. He said that affordable housing is currently #9 on the Village Board's list of 2024-2025 list of priorities and he would like to see it moved up on the list.

Dr. Motto said that (as an individual resident, not a member of the Senior Citizens Commission) he read and commented on the draft 2025-2029 Consolidated Plan. Although housing affordability is included in the Plan as a high priority, he thinks that additional and more specific goals and strategies are needed. Dr. Motto also commented that housing affordability was the #1 issue in the results of the Livability Survey. Therefore, he suggested that Arlington Heights create an "affordable housing plan" that would include this more detailed information and also look at topics such as zoning, density, and parking requirements.

