



AGENDA AND NOTICE OF A MEETING
Housing & Community Development Committee
Tuesday, December 13, 2022
Virtual on Zoom 7:00 PM

Pursuant to 5 ILCS 120/7(2), HCDC members and City staff will be participating in this meeting remotely. It has been determined that in-person meetings of the City's Boards, Commissions, and Committees are not practical or prudent due to the ongoing coronavirus pandemic. Accordingly, the Housing & Community Committee may be convened, and members may attend by means other than physical presence consistent with 5 ILCS 120/7.

Those wishing to make public comments may submit written comments or sign-up with the [public comment form](#), by 5 pm the day of the meeting, to provide public comments by phone or video during the meeting, or by calling/texting 847-448-4311.

Public comment form: <https://forms.gle/3xH94W64m4V4fDC49>

Join Zoom Meeting:

<https://us06web.zoom.us/j/83028735282?pwd=YkdITTU1ZnY2TmxZZkJVOTIEa0FSUT09>

Passcode: 467209

Or join by phone:

Dial: +1 312 626 6799

Webinar ID: 830 2873 5282

Passcode: 467209

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1. CALL TO ORDER/DECLARATION OF A QUORUM

2. SUSPENSION OF THE RULES

Members participating electronically or by telephone

3. APPROVAL OF MEETING MINUTES

- A. Meeting minutes for November 15, 2022.
[Housing & Community Development Committee - Nov 15 2022 - Minutes - Pdf](#)

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4. PUBLIC COMMENT

5. NEW BUSINESS/OLD BUSINESS

- A. DISCUSSION AND VOTE TO RECOMMEND 2023 ENTITLEMENT GRANT ALLOCATIONS BY GOAL BASED ON ESTIMATED 2023 CDBG, HOME, AND ESG GRANTS

For Action

- B. REVIEW OF AND APPROVAL OF 2023 CDBG FUNDING FOR CITY OF EVANSTON PROGRAMS AND PROJECTS BASED ON AN ESTIMATED 2023 CDBG GRANT AMOUNT

1. [Housing Rehabilitation \(\\$434,550 - Including EN\\$174,825, RL\\$259,725\)](#)
2. [Code Enforcement \(\\$400,000\)](#)
3. [Alley Improvement N. of Linden Place, E. of Custer Avenue - 8th Ward \(\\$220,000\)](#)
4. [Alley Improvement N. of Mulford Street, E. of Elmwood Avenue - 9th Ward \(\\$240,000\)](#)
5. [Sidewalk Gap Infill – Leland Avenue from Emerson St. to Wade St. \(\\$120,000\)](#)
6. [Sidewalk Improvements Program \(\\$100,000\)](#)

For Action

- C. DISCUSSION AND VOTE TO RECOMMEND APPROVAL OF THE DRAFT 2023 ACTION PLAN TO CITY COUNCIL FOLLOWING RECEIPT OF 2023 ENTITLEMENT GRANT AMOUNTS

For Action

D. **VOTE TO APPROVE THE 2023 HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE MEETING DATES** 8 - 9

For Action

[Housing and Community Development \(HCDC\) 2023 Proposed Meeting Dates - Attachment - Pdf](#)

Discussion and Vote to Recommend 2023 Entitlement Grant Allocations by Goal based on Estimated 2023 CDBG, HOME, and ESG Grants 10 - 12

Staff recommends approval by the Housing and Community Development Committee of funding allocations by goal for CDBG, HOME, and ESG based on estimated grant amounts as well as allocation to specific CDBG-funded activities to maintain housing programs in the Affordable Housing goal and meet deadlines to implement City Public Infrastructure projects in 2023.

For Action

[Discussion and Vote to Recommend 2023 Entitlement Grant Allocations by Goal based on Estimated 2023 CDBG, HOME, and ESG Grants - Attachment - Pdf](#)

6. PUBLIC COMMENT

7. ADJOURNMENT

Agenda items and order are subject to change.

Questions can be sent to Sarah Flax, Housing & Grants Manager at sflax@cityofevanston.org.

The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications access assistance should contact 847-448-4311 or 847-448-8064 (TTY) at least 48 hours in advance of the scheduled meeting so that accommodations can be made. La ciudad de Evanston está obligada a hacer accesibles todas las reuniones públicas a las personas minusválidas o las quines no hablan inglés. Si usted necesita ayuda, favor de ponerse en contacto con la Oficina de Administración del Centro a 847/866-2916 (voz) o 847/448-8052 (TDD).

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Housing & Community Development Committee

Tuesday, November 15, 2022 @ 7:00 PM

Virtual on Zoom

**COMMITTEE MEMBER
PRESENT:**

Monika Bobo, Committee Member, Juan Geracaris, Councilmember, Kathy Feingold, Hugo Rodriguez, Committee Member, Joanne Zolomij, Committee Member, Bobby Burns, Councilmember, Devon Reid, Councilmember, and Eleanor Revelle, Councilmember

**COMMITTEE MEMBER
ABSENT:**

Loren Berlin, Committee Member

STAFF PRESENT:

Sarah Flax, Interim Community Development Director; Marion Johnson, Housing and Grants Supervisor; Ana Elizarraga, Housing & Economic Development Analyst

GUESTS:

Amy Kaufman, Community Partners for Affordable Housing; John Barlett, Metropolitan Tenant's Organization

1. CALL TO ORDER/DECLARATION OF A QUORUM

Chair Revelle called the meeting to order at 7:03 p.m.

2. SUSPENSION OF THE RULES

A. Suspension of The Rules

Motion to suspend the rules to allow for members to participate electronically or by phone.

Moved by Councilmember Geracaris

Seconded by Zolomij

Ayes: Bobo, Councilmember Geracaris, Feingold, Rodriguez, Zolomij, Councilmember Burns, Councilmember Reid, and Councilmember Revelle

Approved 8-0 on a recorded vote

Draft

3. APPROVAL OF MEETING MINUTES

A. Approval of Meeting Minutes

Motion to approve the October 18, 2022 meeting minutes

Moved by Zolomij

Seconded by Councilmember Geracaris

Ayes: Councilmember Geracaris, Zolomij, Councilmember Burns, Councilmember Reid, and Councilmember Revelle

Abstain: Bobo, Feingold, Rodriguez

Approved 5-3 on a recorded vote

4. PUBLIC COMMENT

Tina Paden submitted verbal comment on Item 5-A – Approval of Renewal Funding to Administer the Inclusionary Housing Waitlist.

Doreen Price submitted verbal comment on Item 5-A – Approval of Renewal Funding to Administer the Inclusionary Housing Waitlist

Clare Kelly submitted verbal comment on Item 5-B – Approval of the Small/Medium Landlord Assistance Program

5. NEW BUSINESS/OLD BUSINESS

A. Approval of Renewal Funding to Administer the Inclusionary Housing Waitlist

Approval of \$50,000 for Community Partners for Affordable Housing (CPAH) to continue administering Evanston's Inclusionary Housing Ordinance (IHO) centralized waitlist and conduct income certifications, re-certifications of households, and compliance reviews for affordable units for the period of January 1, 2023 through December, 31, 2023.

Moved by Councilmember Reid

Seconded by Feingold

Ayes: Bobo, Councilmember Geracaris, Feingold, Rodriguez, Zolomij, Councilmember Burns, Councilmember Reid, and Councilmember Revelle

Approved 8-0 on a recorded vote

Draft

B. Discussion and Vote to Recommend Approval Small/Medium Landlord Assistance Program

Approval of the Small/Medium Landlord Assistance Program in the amount of \$500,000 in American Rescue Plan Act (ARPA) funds by the Housing and Community Development Committee (HCDC). The Small/Medium Landlord Assistance Program will go to the City Council for approval on December 12, 2022, pending action by HCDC.

Moved by Councilmember Reid
Seconded by Feingold

Ayes: Feingold, Councilmember Reid, Bobo, Councilmember Geracaris, Rodriguez, Zolomij, Councilmember Burns, and Councilmember Revelle

Approved 8-0 on a recorded vote

C. Approval of Renewal Contract for Landlord-Tenant Services with Metropolitan Tenants Organization and Lawyers' Committee for Better Housing for January 1, 2023 – December 31, 2023

Staff recommends approval of a not to exceed \$66,735 renewal contract with Metropolitan Tenants Organization (MTO) and Lawyers' Committee for Better Housing (LCBH) for landlord-tenant services.

Moved by Councilmember Reid
Seconded by Bobo

Ayes: Bobo, Councilmember Geracaris, Feingold, Rodriguez, Zolomij, Councilmember Burns, Councilmember Reid, and Councilmember Revelle

Approved 8-0 on a recorded vote

D. 2023 Planning: Needs and Priorities discussion

Staff presented 2023 planning, needs and priorities to the HCDC.

E. Vice-chair Nomination and Vote

Motion to approve Kathy Feingold as voting member of the Housing and Community Development Committee.

Moved by Councilmember Reid
Seconded by Bobo

Ayes: Bobo, Councilmember Reid, Councilmember Geracaris, Feingold, Rodriguez, Zolomij, Councilmember Burns, and Councilmember Revelle

Approved 8-0 on a recorded vote

Draft

Housing & Community Development Committee
November 15, 2022

F. Staff Report

2023 DRAFT Action Plan - The 2023 DRAFT Action Plan public comment period began on 11/11/22, it will close at the 12/13/22 HCDC meeting.

6. **ADJOURNMENT**

Chair Revelle adjourned the meeting at 9:02 p.m.



Memorandum

To: Members of Housing & Community Development Committee
From: Ana Elizarraga, Housing & Economic Development Analyst
Subject: Housing and Community Development (HCDC) 2023 Proposed Meeting Dates
Date: December 13, 2022

Recommended Action:

Staff recommends approval of the Housing and Community Development (HCDC) proposed meeting dates for 2023.

CARP:

Municipal Operations

Committee Action:

For Action

Summary:

The Housing and Community Development (HCDC) meeting is held on the third Tuesday of each month (except where noted) virtually via Zoom Program pursuant to 5 ILCS 1120/7€(2), otherwise in person at the Lorraine H. Morton Civic Center, 2100 Ridge Avenue.

The proposed 2023 meeting dates are as follows:

1. Tuesday, January 17, 2023
2. Tuesday, February 21, 2023
3. Tuesday, March 21, 2023
4. Tuesday, April 18, 2023
5. Tuesday, May 16, 2023
6. Tuesday, June 20, 2023
7. Tuesday, July 18, 2023
8. Tuesday, August 15, 2023
9. Tuesday, September 15, 2023

10. Tuesday, October 17, 2023
11. Tuesday, November 21, 2023
12. Tuesday, December 12, 2023



Memorandum

To: Members of Housing & Community Development Committee
From: Marion Johnson, Housing & Grants Supervisor
CC: Sarah Flax, Interim Community Development Director; Ana Elizarraga, Housing & Economic Development Analyst
Subject: Discussion and Vote to Recommend 2023 Entitlement Grant Allocations by Goal based on Estimated 2023 CDBG, HOME, and ESG Grants
Date: December 13, 2022

Recommended Action:

Staff recommends approval by the Housing and Community Development Committee of funding allocations by goal for CDBG, HOME, and ESG based on estimated grant amounts as well as allocation to specific CDBG-funded activities to maintain housing programs in the Affordable Housing goal and meet deadlines to implement City Public Infrastructure projects in 2023.

CARP:

Vulnerable Populations

Committee Action:

For Action

Summary:

As part of the 2023 draft action plan approval process, staff recommends approval by the Housing and Community Development Committee of funding allocations by goal for CDBG, HOME, and ESG based on estimated grant amounts. In addition, to maintain CDBG-funded housing programs in the Affordable Housing goal and implement City Public Infrastructure projects included in the Livable Communities goal, staff requests consideration and approval of the following allocations to specific activities:

Affordable Housing Goal: \$574,825 (EN+PI)

Staff recommends approval of the funding at the goal level, as well as considering the funding of the below programs to ensure continuity of services:

- **Housing Rehabilitation: \$174,825 (\$106,290 EN and \$68,535 RL received in 2022 to date)**
The program funds the rehabilitation of homes owned or rented by low/moderate-income households that are in need of home repairs, with priority given to life safety and code violation repairs. Approving this allocation would provide continuity in the program, avoid any hiatus or delays, and benefit residents of greatest needs in our community. The total funding for 2023 Housing Rehab would include 2023 funding (CDBG entitlement and program income) noted above

as well as approximately \$275,000 of prior year unspent Housing Rehabilitation funding, as the program is still recovering from being shut down by COVID-19.

Community Partners for Affordable Housing (CPAH) is a recipient of the Illinois Housing Development Authority (IHDA) forgivable grants for home repairs and home accessibility improvements, which are available to eligible Evanston housing rehab applicants. This year, CPAH has also applied for a new IHDA rehab grant and expects an answer by late December 2022. Consideration of piloting a forgivable loan program for CDBG instead of the current deferred loans will be made in January 2023, pending CPAH's receipt of this new forgivable grant.

- **Code Enforcement: \$400,000**

The CDBG Targeted Code Enforcement Program identifies code violations that create unsafe, unhealthy living conditions and blight, and assures that City and federal housing quality standards are maintained in lower-income neighborhoods defined as the CDBG Target Area. It is also aligned with the strategies to address housing goals in the Consolidated Plan. An increase in funding is proposed for this year's allocation to account for an increase in labor costs as well as partial funding to update the rental database software, not to exceed the percentage of staff time for code inspection work in the CDBG Target Area. If CDBG funds are not allocated for this program, the entire Property Maintenance division's work would be funded by the General Fund.

Liveable Communities Goal: \$680,000

For 2023, the proposed allocation for this goal, which funds public infrastructure and facilities improvements undertaken by the City and nonprofits, is \$680,000. For City public infrastructure projects to move forward with planning and be ready to be implemented during 2023, staff requests approval of allocations for at least some City capital projects. Four applications were received for public infrastructure projects that total \$680,000:

- Alley paving: N. of Mulford Street, E. of Elmwood Avenue (\$240,000)
- Alley paving: N. of Linden Place, E. of Custer Avenue (\$220,000)
- Sidewalk gap infill: – Leland Avenue from Emerson St. to Wade St. (\$120,000)
- Sidewalk improvement: various locations (\$100,000)

Staff recommends approval of the alley paving, sidewalk gap infill project, and sidewalk improvements for a total of \$680,000. No funding is currently suggested for non-profit facilities' improvements as \$250,000 of CDBG funds from the previous year has been allocated to this activity. The applications for this program are projected to open in early 2023.

Once final grant amounts are known and if they are higher than projected, additional funding could be allocated to the Affordable Housing or Liveable Community goal without a substantial amendment to the 2023 Action Plan, if the change in funding allocation for a goal does not exceed 20%.

Attachments:

[2023 Funding Allocations by ConPlan Goal estimated](#)

Allocations by ConPlan Goal	2020 Actual		2021 Actual		2022 Alloc. on Actual (Final)		2023 Alloc. on Est. (proposed)	
	Amount	% of Grants	Amount	% of Grants	Est. Amount	Est. % of Grants	Est. Amount	Est. % of Grants
Affordable Housing Goal								
CDBG	\$ 556,161	28%	\$ 533,767	28%	\$ 597,475	32%	\$ 574,825	31%
Housing Rehab					\$ 272,475		\$ 174,825	
Code Enforcement					\$ 325,000		\$ 400,000	
HOME	\$ 175,000	45%	\$ 235,000	58%	\$ 192,966	45%	\$ 153,000	46%
ESG	N.A.		N.A.		N.A.		N.A.	
Affordable Housing Totals	\$ 731,161	29%	\$ 768,767	31%	\$ 790,441	32%	\$ 727,825	31%
Homelessness Goal								
CDBG	\$ 38,000	2%	\$ -	0%	\$ -	0%	\$ -	0%
HOME	\$ 180,246	46%	\$ 133,477	33%	\$ 192,966	45%	\$ 153,000	46%
ESG	\$ 146,579	93%	\$ 144,861	93%	\$ 143,320	92%	\$ 139,000	93%
Homelessness Goal Totals	\$ 364,825	14%	\$ 278,338	11%	\$ 336,286	14%	\$ 292,000	12%
Livable Communities Goal								
CDBG	\$ 730,000	36%	\$ 727,266	38%	\$ 651,481	35%	\$ 680,000	36%
Alley Paving					\$ 311,856		\$ 460,000	
Sidewalk Gap Infill					\$ 150,000		\$ 120,000	
Sidewalk Improvement					\$ 129,625		\$ 100,000	
Parks/Other Improvements					\$ 60,000			
Unallocated/Non-Profit Facilities			\$ 159,766		\$ -			
HOME	N.A.		N.A.		N.A.		N.A.	
ESG	N.A.		N.A.		N.A.		N.A.	
Livable Communities Totals	\$ 730,000	29%	\$ 727,266	29%	\$ 651,481	27%	\$ 680,000	29%
Public Services Goal								
CDBG	\$ 253,262.00	13%	\$ 287,591	15%	\$ 280,260		\$ 279,675	
HOME	N.A.		N.A.		N.A.		N.A.	
ESG	N.A.		N.A.		N.A.		N.A.	
Public Services Totals	\$ 253,262	10%	\$ 287,591	12%	\$ 280,260	11%	\$ 279,675	12%
Economic Development Goal								
CDBG	\$ 75,000	4%	\$ -	0%	\$ -	0%	\$ -	0%
HOME	N.A.		N.A.		N.A.		N.A.	
ESG	N.A.		N.A.		N.A.		N.A.	
Economic Development Goal Totals	\$ 75,000	3%	\$ -	0%	\$ -	0%	\$ -	0%
Administration Goal								
CDBG	\$ 357,263	18%	\$ 368,652	19%	\$ 339,185	18.2%	\$ 330,000	17.7%
HOME	\$ 36,429	9%	\$ 35,864	9%	\$ 38,872	9.2%	\$ 30,000	8.9%
ESG	\$ 11,884	7%	\$ 11,745	7%	\$ 11,625	7.5%	\$ 11,000	7.5%
Administration Goals Totals	\$ 405,576	16%	\$ 416,261	17%	\$ 389,682	16%	\$ 371,000	16%
Grants Total								
CDBG (EN+PI) TOTAL	\$ 2,009,686	79%	\$ 1,917,276	77%	\$ 1,868,401	76%	\$ 1,864,500	79.3%
HOME (EN+PI) TOTAL	\$ 391,675	15%	\$ 404,341	16%	\$ 424,804	17%	\$ 336,000	14.3%
ESG TOTAL	\$ 158,463	6%	\$ 156,606	6%	\$ 154,945	6%	\$ 150,000	6.4%
ALL GRANTS TOTAL	\$ 2,559,824		\$ 2,478,223		\$ 2,448,150		\$ 2,350,500	