

VILLAGE OF LIBERTYVILLE

HUMAN RELATIONS COMMISSION

November 6, 2019
Libertyville Village Hall
118 W. Cook Avenue
5:00 p.m.

AGENDA

1. Approval of Minutes
2. Presentation by Community Partners for Affordable Housing (CPAH)
3. Other
4. Adjournment

*Any individual who would like to attend this meeting but because of disability needs some accommodation to participate should contact the ADA Coordinator at 118 West Cook Avenue, Libertyville, Illinois 60048 (847) 362-2430.
Assistive listening devices are available.*

VILLAGE OF LIBERTYVILLE
Human Relations Commission
DRAFT

Minutes
October 2, 2019

A meeting of the Human Relations Commission was held on October 2, 2019 at 5:00 p.m. at the Libertyville Village Hall. Those in attendance included Commission Members: Tom Gore, Andy Robinson, Sharon Starr, Wolfgang Josenhans, Duke Ehemann and David Young. Also in attendance was Deputy Village Administrator Ashley Engelmann and David Smith, Senior Planner.

Approval of Minutes

Chair Robinson called for a motion to approve the minutes of the September 4, 2019 Human Relations Commission Meeting. Member Young made a motion to approve the minutes, Member Ehemann seconded. The minutes were approved unanimously.

Review Inclusionary Housing Ordinance Discussion and Outstanding Questions and Identify Questions for CPAH

Chair Robinson opened the meeting by stating that a representative from CPAH has confirmed their attendance at the November 6 HRC meeting. The Village Attorney will also be present. The goal of the meeting is to develop a final list of questions for CPAH to help guide the presentation/discussion on November 6.

Chair Robinson stated that he would like to know if CPAH can administer funds for an in lieu of program.

Member Starr would like to see the Ordinance reflect the ability to help those that currently live in Libertyville remain in Libertyville, especially those with children in school.

The group would like to see CPAH provide examples for how they determine low income vs. low wealth. For example, how do they assess the 2% of assets when evaluating an applicant who is retired and has retirement funds?

The group also would like to know how in lieu of funds could be used for making property improvements. Are there requirements for having to pay the loan back if you leave the home after a certain amount of time.

Discussion also occurred around property taxes and the fact that those could also make it difficult for some to remain in their home. Deputy Administrator Engelmann briefly spoke on the State of Illinois's Circuit Breaker program for property tax freezes. The group requested that information about this program be circulated in the Village's communications.

Member Young asked if a list could be put together for the group that summarizes the projects that the Village has been able to put affordable housing requirements on so far and what those entail.

Member Starr asked if we have an understanding of what percent of section 8 is in Libertyville currently. The group noted that it would be helpful to have an understanding of what provisions the Village currently has with respect to affordability. The group requested further information from staff on this.

Member Starr also indicated that in terms of eligibility it would be nice to see parents of those already living in Libertyville given priority.

Chair Robinson would like to ask CPAH what they recommend the Village include in the Ordinance and what things we should be doing as a Village from an inclusionary housing perspective.

Member Staff would like clarification as to whether or not diversity is part of the inclusionary housing law.

The group also determined that they would like to know who is administering other community's programs as well as if we want to allow a fee in lieu. Some discussion occurred as to only allowing a fee in lieu on owner occupied units. The question arose as to what happens if a rental unit becomes a condo.

Member Wolf asked if we have an idea as to how we would calculate the public trust. David Smith stated that we do have draft language recommended by CPAH.

Chair Robinson noted that when Parkside is complete there needs to be a determination as to what will be done with the trust.

Further discussion occurred about how many rental units we have in Libertyville. Do we know what makes up the 15% that was calculated for Libertyville by the State, for example how many of those are rental vs. owned. The group would like to know how this is calculated. It would also be helpful to ask CPAH if they see the percentages for communities change often.

Chair Robinson asked that Deputy Administrator Engelmann draft the questions for CPAH and send them to the group by the end of the week so that they can review and then the questions can be sent to CPAH the following week to prepare for the meeting. He also noted that the next meeting may run longer given the presentation by CPAH.

Other

None.

Adjournment

Chair Robinson made a motion to adjourn the meeting and Member Wolf seconded the motion. The meeting was adjourned at 6:16 p.m.

Respectfully submitted,

Ashley Engelmann
Deputy Village Administrator

Questions for CPAH

1. Discuss parameters for eligibility requirements.
 - a. If a change in circumstance occurs (divorce, death, etc.) and a family that has children that are currently enrolled in a Libertyville school that may be considering moving be a category created under eligibility?
2. What if a household qualifies on the low to moderate income criteria but has a substantial amount of other financial assets? We understand that the screening process takes this into consideration.
 - a. Could an example be provided to the group as to how this is calculated?
3. What sort of program administration does CPAH provide to communities?
 - a. Is there an agreement?
 - b. Can they administer in lieu of funds?
 - c. Can they administer a loan program?
 - d. What other communities do they administer programs for?
 - e. What is the cost for administering the program?
4. How is the issue of property taxes addressed as it relates to inclusionary housing ordinances?
 - a. Is the Illinois Benefit Access program for taxes the only option?
5. Do they have information on what percent of housing in Libertyville qualifies under the Housing Choice Voucher Program? What incomes fall under this program?
6. Can inclusionary housing units go from rental to own and vice versa?
7. What tools does CPAH offer to get developers on board with inclusionary housing projects?
8. Is diversity part of the inclusionary housing requirement?
9. How is the affordable housing percentage calculated by the State? Is there a way to know what the break down is of rentals vs. owned property that makes up the percentage assigned to a community?
10. Is it typical to see affordable housing percentages fluctuate? What do they typically see happen to these numbers between assessment periods?
11. If a property changes hands is there a way to go back and try to include affordable housing?
12. Is there a guideline for what properties can be sold for when they change hands?
13. Can examples be provided of uses for payment in lieu program funds?
14. Does CPAH have a recommendation for Libertyville, where we should start with a plan and if we are on the right track, in their opinion.