

**COMMISSION: Housing Commission**

**FY2023 COMMISSION WORKPLAN SUBMITTAL**



**Jurisdiction and Purpose:**

It is necessary in the public interest to provide for the creation of a municipal corporation to be known as the Highland Park Housing Commission, in order to encourage, promote, and engage in the development of low and moderate-income housing, and undertake such land assembly, clearance, rehabilitation, development, and redevelopment projects as will tend to relieve the shortage of decent, safe, and sanitary dwellings. The Commission administers the City's Housing Trust Fund to provide financial resources for affordable housing activities and oversees the City's Inclusionary Housing Program and other housing initiatives.

**FY2022 Commission Members:**

<ul style="list-style-type: none"> <li>• Chadd Berkun, Chair</li> <li>• David Paushter, Vice Chair</li> <li>• Brad Dennison</li> <li>• Isis Fernandez Sykes</li> <li>• Marcia Bernstein</li> </ul>	<ul style="list-style-type: none"> <li>• Dominique Valbrun</li> <li>• Juan Miguel Gonzalez Rosas</li> <li>• Tony Blumberg, Council Liaison</li> <li>• Colin Chase, Student Representative</li> <li>• Rati Akash, Staff Liaison</li> </ul>
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The Housing Commission meets every first Wednesday at 6:30pm.

<b><u>FY2023 Objectives</u></b>	<b><u>Associated Funding Request</u></b>
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Oversee property management to ensure resident satisfaction and quality facility maintenance at the Housing Commission's affordable properties, including Peers Senior Housing, Ravinia Family Housing, and Sunset Woods rentals. (ongoing through Q1-Q4)	\$0
Oversee Management companies to ensure construction and remodeling projects for the Commission's affordable properties incorporate energy efficiency and safety improvements to the greatest extent practicable. (ongoing through Q1-Q4)	\$0
Review and provide recommendations on housing development projects incorporating inclusionary housing units.	\$0
Administer the City's Affordable Housing Trust Fund and grant making program. (Q1-Q4)	\$0
Complete 5-year Strategic Plan for Housing Program (Q1-Q4)	\$0
Revisit as appropriate HUD refinance for Peers and Ravinia properties to obtain better financing rates, and for Ravinia to remove the property from the Mark to Market oversight program.	\$0
Authorize resident satisfaction surveys at Peers and Walnut Place per HUD (Q2)	\$0

**Operating Expense Requests**

**Amount**

Professional Services – Accounting services and minute taker	\$6,780
Membership dues (NAHRO government agency membership)	\$240
Educational materials –books, software, journals, etc.	\$150
Administration of Inclusionary Housing Unit Resale Process – appraisals for Inclusionary Housing units. (This includes two appraisals.)	\$500

<b>FY2023 TOTAL REQUEST:</b>	<u>\$7,670</u>
<b>FY2022 BUDGET:</b>	<u>\$7,450</u>
<b>FY2022 Estimated Expenditures:</b>	<u>\$7,450</u>

**FY2022 Workplan Objectives**

**Status**

Oversee property management (with Evergreen Real Estate Services and Housing Opportunity Development Corporation) to ensure resident satisfaction and quality facility maintenance at the Housing Commission’s affordable properties, including Peers Senior Housing, Ravinia Family Housing, and Sunset Woods rentals.	Ongoing
Oversee Management companies to ensure construction and remodeling projects for the Commission’s affordable properties incorporate energy efficiency improvements to the greatest extent practicable.	Ongoing
Considering new medical information and the risks associated with the pandemic, evaluate resuming normal operations to Peers including scheduling social and resident activities.	Completed
Administer the City’s Affordable Housing Trust Fund and grant making program.	Ongoing
Explore alternative options and resources for Peers, Walnut and Sunset Woods HC property senior tenants who need additional living assistance.	Ongoing. Team effort with CMO Senior Services staff.
Unwind Operating Agreement between Housing Commission and Highland Park Apartment Associates, the owners of Walnut Place. Redirect assets and dissolve Walnut Housing Association as appropriate.	Completed
Develop 5-year strategic policy plan for the Housing Program.	In Process
Complete project HUD refinance for Peers and Ravinia properties to obtain better financing rates, and for Ravinia to remove the property from the Mark to Market oversight program.	Put on hold due to volatile economic climate.

**FY2022 Additional Accomplishments**

Administer Inclusionary Housing Ordinance compliance for projects completed and under construction.
Completed tax exempt status renewal for Peers, Ravinia and Sunset Woods affordable housing.
Complete audits for Sunset Woods, Peers, Walnut and Ravinia including Owners (Associations) accounts. Coordinate with City's auditor Baker Tilly for inclusion as component organization.
Renewed Property Management contracts with Evergreen Real Estate Services and Housing Opportunity Development Corporation
Selected Novogradac & Company for multi-year contract for audit and tax preparation services through a competitive RFP process.
Administered and monitored COVID related precautionary measures at association properties, including enhanced maintenance and cleaning protocols,
Secured Financial Advisory services from Evergreen Real Estate Group for Housing Commission through a competitive RFP process.
Considered Payment in Lieu fee policy and made recommendation to City Council.
Approved \$1,000,000 grant for an eight-unit affordable townhouse development - ownership and rental units.