

# Village of Hoffman Estates, Illinois

## Annual Action Plan 2016-2017

For the Period of October 1, 2016 through September 30, 2017



Village of Hoffman Estates Planning Division

# Executive Summary

## AP-05 Executive Summary - 91.200(c), 91.220(b)

### 1. Introduction

In 2006, the United States Department of Housing and Urban Development (HUD) identified the Village of Hoffman Estates as a Community Development Block Grant (CDBG) entitlement community. The Annual Action Plan is a one-year plan that provides a detailed description of resources to be used and projects to be undertaken by the Village in effort to address the priority needs and specific objectives that were identified by the Consolidated Plan: 2015-2019.

In 2014, the Village joined the Cook County's HOME Consortium. As a result of this coordination between the Village, Cook County, and other HOME Consortium communities, the Village's Consolidated Plan for Program Years 2015-2019 is part of the larger Cook County Consolidated Plan for those years. The Village's Annual Action Plan (AAP) is based on the goals set forth in this Consolidated Plan. Although the Village participates in this HOME Consortium, it will still receive a direct allocation of CDBG funding from HUD each year in order to address projects within the Village of Hoffman Estates.

This Action Plan lists the activities to be carried out using CDBG funds in Program Year (PY) 2016, which runs from October 1, 2016 through September 30, 2017. PY 2016 marks the 11<sup>th</sup> year that the Village has participated in the CDBG program, and it is the second year of the current 5-year Consolidated Plan. The Village will be allocated \$247,693 in grant money for the upcoming year. The Village proposes to use CDBG funds for a single family rehabilitation program, a public facility infrastructure project, and administration of the CDBG program. The Village also plans to reserve a portion of this year's CDBG funds for a street improvement project that will coordinate with the Village's 2017 Street Revitalization program.

### 2. Summary of the objectives and outcomes identified in the Plan

Based on the needs assessment and market analysis, as well as consideration of the limited anticipated resources, the Village developed a strategic plan to use CDBG funds to meet its priority housing, homeless, and community development needs. The Village of Hoffman Estates identified two primary objectives for the 2015-2019 Consolidated Plan, which carry through to the PY 2016 Annual Action Plan. Within these objectives are individual goals, projects, and performance measures to ensure progress towards addressing priority needs. These objectives are described in greater detail in the Strategic Plan.

**Objective 1:** Provide improvements to public infrastructure and public facilities in order to create a suitable living environment, which will promote or provide for improved accessibility, safety, and sustainability in existing neighborhoods. The Village proposes to assist public facility and public infrastructure projects within eligible CDBG neighborhoods or utilized primarily by low-moderate income individuals and families.

**Objective 2:** Provide decent housing through access to affordable housing services and programs, including housing maintenance and rehabilitation services to limited-income individuals and households, in order to maintain affordability and accessibility in home ownership.

### **3. Evaluation of past performance**

The Village is nearing completion of the first ten years of its CDBG program. Throughout the course of ten years, the Village has diligently invested CDBG funds in accordance with HUD policies and procedures towards the two key objectives.

CDBG funds have been used to finance public infrastructure improvements in CDBG-eligible low to moderate-income neighborhoods. These projects have been part of the Village's larger Neighborhood Revitalization Program and included street reconstruction, lighting, and pedestrian improvements. Over the course of the most recent annual plan (PY 2015), the Village will have completed a neighborhood infrastructure improvement, with the reconstruction of Apache Lane. Through years of economic distress, the Village has relied on CDBG funds to address such infrastructure projects in a timely fashion.

The Village continues to partner with the North West Housing Partnership (NWHP). The goal of this rehabilitation activity has been to allow recipients to maintain their own homes, improve their individual environments, and contribute to the overall sustainability of affordable neighborhoods. The program provides a zero-interest deferrable loan in an amount up to \$25,000 to income eligible residents who hold equity in their home. In PY 2015, the Village has seen just two residents aided by the program. This may be the result of an improved housing market and could necessitate additional marketing or adjusted program rules to expand participating clientele in future program years. Considering this decrease, the Village has lowered the goal in the five-year plan from 25 to 15 homes, and allocated additional funding to infrastructure improvements. The Village also plans to use funds to conduct home assessments for program applicants, which may have the potential to qualify more residents for the program.

#### **4. Summary of Citizen Participation Process and consultation process**

The current 5-year Consolidated Plan was developed based on input from the public during 2015. More detailed information regarding that process can be located in the Citizen Participation Plan section of the Consolidated Plan.

On July 20, 2016 the Village held a public hearing regarding the development of the PY 2016 Annual Action Plan. The hearing was held to obtain comments on the Draft Annual Action Plan as well as obtain feedback on community needs and how they might be addressed through the Community Development Block Grant.

The PY 2016 Draft Annual Action Plan was also available for public review and comment from July 1, 2016 to August 1, 2016, and discussed at the Planning, Building and Zoning (PBZ) Committee public hearing on August 1, 2016. The public comment period and public hearings were noticed on the Village Website and in the Daily Herald, the local newspaper. The Draft Plan document was available for public viewing at Village Hall and on Village Website during the entire public comment period. The Village also made the Draft Plan known to local organizations and stakeholders through the means of a traditional mailing.

#### **5. Summary of public comments**

Please see the attached minutes of the July 20, 2016 Annual Plan public hearing and the August 1, 2016 Planning, Building and Zoning (PBZ) public hearing.

#### **6. Summary of comments or views not accepted and the reasons for not accepting them**

N/A

#### **7. Summary**

The Village of Hoffman Estates will continue to pursue the goal of aiding low to moderate-income residents through the use of its allocated CDBG funds. The two primary objectives of the Village's 2015-2019 Consolidated Plan will be carried into the PY 2016 Annual Action Plan, which is the second year of the current Consolidated Plan. This Action Plan also marks the second year of the Village's membership in the Cook County HOME Consortium.

## PR-05 Lead & Responsible Agencies - 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	HOFFMAN ESTATES	Planning Division

Table 1 – Responsible Agencies

### Narrative

For the past ten years, individuals in the Hoffman Estates Planning Division have administered the CDBG program. The Planning Division is part of the Village's Development Services Department which consists of four divisions that coordinate all aspects of residential and commercial development in Hoffman Estates. The department works with residents and existing businesses on property improvements, and with the development community to bring new businesses to Hoffman Estates. The department provides information and professional services to residents, developers, realtors, contractors, governmental agencies, and other interested parties on a variety of topics.

The Planning Division guides developers through the Village's development review process and assists residents with variances. Planning is responsible for the Village's Comprehensive Plan, which is currently being updated as well as the Village's Zoning Ordinance and Sign Code. Planning also coordinates long range or area-wide improvement plans and assists the Village's Planning and Zoning Commission.

The other divisions within the Development Services department which perform services related to HUD priorities include the Engineering and Transportation Division, the Code Enforcement Division, and the Economic Development Division. The Health and Human Services Department located at Village Hall as well as the Police Department perform many of the responsibilities related to social services.

### Consolidated Plan Public Contact Information

Village of Hoffman Estates, Planning Division  
Ryan Johnson, Management Analyst- Dev. Services (ryan.johnson@hoffmanestates.org)  
Peter Gugliotta, Director of Planning, Building, and Code (peter.gugliotta@hoffmanestates.org)  
1900 Hassell Rd.  
Hoffman Estates, IL 60169  
Fax: 847-781-2679  
Phone: 847-781-2660  
[www.hoffmanestates.org/cdbg](http://www.hoffmanestates.org/cdbg)

## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The Village consulted with a number of local social service agencies that serve Hoffman Estates in order to identify and prioritize needs to include in the 2015-2019 Consolidated Plan. These individuals included housing service agencies, health services, social services related to children, agencies that serve the homeless, school districts, business and civic leaders, the Cook County Health Department, neighboring municipalities, and the Housing Authority of Cook County. Please view the Citizen Participation Plan section of the Consolidated Plan for more details.

The Village maintains a database of 150 public, private, and nonprofit stakeholder organizations and individuals that fit into these and other categories. This database is included as an attachment. These organizations have either opted in or are critical to informing policy decisions regarding decent housing, suitable living environments, and expanded economic opportunity. These groups and individuals provide input both individually and through the general citizen participation process. They receive mailings on all annual CDBG planning and reporting functions.

In 2015, key agencies from this list of 150 were individually consulted in order to ensure their challenges and needs were considered in the development of the 2015-2019 Consolidated Plan, and this provides a framework for the current Draft Annual Plan. On June 30, 2016 the Village conducted a traditional mailing to the list of 150 stakeholders and organizations to make the proposed PY 2016 Annual Action Plan known to them.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

The Village does not contain any public housing properties within its jurisdiction. However, Village staff reached out to the Housing Authority of Cook County (HACC) in 2015 to determine the needs of public housing residents using Housing Choice Vouchers in Hoffman Estates. During that same period the Village also consulted with condominium associations and property owner associations to assess challenges faced by these individuals. Membership in the Cook County HOME Consortium has also positioned the Village to be part of the regional discussion with public and assist housing providers as well as other municipalities to help coordinate services.

The Village's Health and Human Services Department provides professional and affordable physical and mental health services to residents in the Village of Hoffman Estates. It serves as the primary point of contact for coordination with other private health, mental health, and social service agencies. Among the services they provide are immunizations, health screenings, TB testing, and individual/family counseling. The Department's capacity is greatly limited, and therefore coordination with other providers is crucial. In situations where the Department is not able to directly provide services for

foreclosure counseling, medical needs, financial assistance, food pantry, and youth services, the Department will refer clients to appropriate care providers. For the 2015-2019 Consolidated Plan, Village staff consulted with Alexian Brothers Memorial Hospital, the Children's Advocacy Center of North and Northwest Cook County, the Alliance to End Homeless in Suburban Cook County, and other care providers to raise awareness of available services and to coordinate service provision.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

In 2015, the Village coordinated with the local Continuum of Care to assess the urgency of addressing homelessness in the Village of Hoffman Estates. While the Village is not required to compile and submit a full homeless needs assessment due to its membership in the HOME Consortium, during the creation of the current consolidated plan in 2015, staff reached out to the Alliance to End Homelessness in Suburban Cook County as well as other social service agencies to understand the extent of homelessness in the Village.

In addition, the Village is a member of the Association of Homeless Advocates in the North District (AHAND) and attends and participates in meetings of the group. Key members of the Association include social service agencies, the Continuum of Care, health service providers and other entities. The group serves an advocate for homelessness awareness in Northern Cook County and regularly distributes program information and meeting notices to members and policy makers. Please refer to the 2015-2019 Consolidated Plan for further details.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Although the Village does not receive ESG funds, as discussed in the previous answer, the Village consulted individually with the Continuum of Care to assess homelessness in the Village and determine how to address it in the current Consolidated Plan.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

**Table 2– Agencies, groups, organizations who participated in the 2015-2019 Consolidated Plan**

1	<b>Agency/Group/Organization</b>	Alliance to End Homelessness in Suburban Cook County
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Alliance provided the Village with data on the extent of homelessness in the Village of Hoffman Estates. While the Village has not historically used CDBG for homeless services, the Village proposed to continue support and coordination, referral, and cooperation with the Continuum of Care efforts to promote access to transitional and permanent housing with supportive services for homeless individuals and families. Continued participation in AHAND and adoption of strategies developed by the Alliance will help facilitate better coordination.
2	<b>Agency/Group/Organization</b>	Journeys from PADS to HOPE
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless



	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Public Housing Needs  Homelessness Strategy  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Needs - Unaccompanied youth  Market Analysis</p>
	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>JOURNEYS   The Road Home has previously attended CDBG public hearings and requested an interest to be contacted for future plans. JOURNEYS is an emergency shelter that provides case management, homeless prevention, mental health counseling and other services. Staff reached out to JOURNEYS to quantify how many clients they have assisted in the Village of Hoffman Estates.</p>
<p>3</p>	<p><b>Agency/Group/Organization</b></p>	<p>Housing Authority of Cook County (HACC)</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Housing  PHA  Services - Housing  Services-Children  Services-Elderly Persons  Services-Persons with Disabilities  Services-Persons with HIV/AIDS  Services-Victims of Domestic Violence  Services-homeless  Services-Health  Services-Education  Services-Employment  Service-Fair Housing</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Public Housing Needs  Homelessness Strategy  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Needs - Unaccompanied youth  Non-Homeless Special Needs  Market Analysis</p>

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff reached out to the HACC to understand needs of the population that use the voucher program and to raise awareness of the program.
4	<b>Agency/Group/Organization</b>	HOFFMAN ESTATES
	<b>Agency/Group/Organization Type</b>	Health Agency Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Three departments, Village Commissions, and the ADA Transition Team were consulted in order to identify key needs that the Village is responsible for. Over the next several years, the Village has a number of infrastructure and facility needs related to ADA accessibility, street reconstruction, and neighborhood improvements. The Police Department also has a number of needs related to social work and youth engagement. Although funding is limited to address all infrastructure, facility, and social service needs, the Village will use CDBG funds for neighborhood revitalization infrastructure projects.
5	<b>Agency/Group/Organization</b>	Children's Advocacy Center
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Services - Victims Child Welfare Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs Market Analysis

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The CAC coordinates services for children that are victims of sexual or physical abuse in partnership with local law enforcement agencies and the Illinois Department of Children and Family Services (DCFS). All cases of such type in the northern and northwestern Cook County suburbs pass through the CAC in Hoffman Estates or its satellite location in Northbrook. The Village of Hoffman Estates leases an old Village Hall building to the Childrens Advocacy Center at an annual rate of \$1 per year. This arrangement allows the CAC to direct funding to direct provision of services and not on capital infrastructure needs. The age of the building necessitates ongoing repairs and weatherization to correct ADA deficiencies and keep the building in compliance with Village Code. The Village has proposed to use CDBG funds to address inaccessibility and repairs to this crucial public facility.
6	<b>Agency/Group/Organization</b>	NORTH WEST HOUSING PARTNERSHIP
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	NWHP has been a sub-recipient of CDBG funds from the Village for the past nine years. The agency provides a number of programs for low to moderate income residents in the northwest suburbs. The Village continued to seek their input on this Consolidated Plan and will continue to fund the single family rehabilitation program through CDBG funds. The agency also proposed using funds for a handyman program that mirrors the program they are doing in other communities.
7	<b>Agency/Group/Organization</b>	Illinois Department of Human Rights
	<b>Agency/Group/Organization Type</b>	Housing Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Village staff attended a workshop with IDHR staff to understand challenges with fair housing at the local level. The workshop was an opportunity for the Village to hear fair housing concerns, discuss best practices related to fair housing, and consider its existing Analysis of Impediments. Among the concerns identified in the Analysis of Impediments were a lack of local capacity and coordination, a lack of public awareness, and disparate treatment in the rental market. The Villages Fair Housing Liaison, Monica Saavedra, reports and refers incoming fair housing complaints to the Illinois Department of Human Rights. The Village also regularly posts and shares information related to fair housing through various communication mediums including multi-lingual posters, on its website, and through its monthly newsletter. A number of recommendations for municipalities came out of the meeting in order to continue furthering fair housing and addressing challenges identified in the Analysis of Impediments.
8	<b>Agency/Group/Organization</b>	Various Cook County Departments
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-based Paint Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Village staff contacted the Cook County Department of Public Health to understand the extent of lead based paint hazards in the community. During this five year plan, the Village will continue to work with the Department and the Illinois Health Department to monitor lead-based paint hazards in the community. In addition, from this conversation, the Village has identified three areas for potential coordination. These include educating the Village's ethnic community on lead poisoning hazards, ensuring contractors that are going to be working around lead based surfaces have ample certifications, and the Village's rental inspection program considers lead in home as part of the inspection process.

9	<b>Agency/Group/Organization</b>	Barrington Square Improvement Association
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons Services-homeless Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Village has previously funded public infrastructure improvements in this neighborhood and spoke with the Association to identify any additional needs and continue coordination. A number of needs were identified that are common among the Village's housing association community that will continue to be addressed through coordination.
10	<b>Agency/Group/Organization</b>	Hilldale Condominiums
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Civic Leaders Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff consulted with the Condominium Association since several condominiums in this neighborhood have been rehabilitated through the Village's single family rehabilitation program. The Condominium Association is responsible for maintaining private infrastructure and does have challenges financing it. A number of households have also taken advantage of the single family rehabilitation program.

11	<b>Agency/Group/Organization</b>	Alexian Brothers Medical Center
	<b>Agency/Group/Organization Type</b>	Services-Health Services-Education Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	As the primary health service provider in Hoffman Estates and the region, the Village included Alexian Brothers in consultation to identify institutional gaps in the service provision agency as well as challenges they face serving low to moderate income clientele.
12	<b>Agency/Group/Organization</b>	Schaumburg HOME Consortium Member
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Village of Schaumburg shares a significant boundary with the Village of Hoffman Estates. They are also a CDBG entitlement community and member of the Cook County HOME Consortium. The Village consulted in order to identify areas for potential collaboration around CDBG programs and services. Schaumburg also provides a single family owner occupied home rehabilitation program through the North West Housing Partnership. Since Hoffman Estates residents often work, shop, and socialize in Schaumburg and vice versa, opportunities for coordination, joint marketing, and promotion were discussed.

13	<b>Agency/Group/Organization</b>	Palatine HOME Consortium Member
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Village of Palatine is a neighboring municipality to the Village of Hoffman Estates, a CDBG entitlement community, and member of the Cook County HOME Consortium. The Village consulted in order to identify areas for potential collaboration around CDBG programs and services.
14	<b>Agency/Group/Organization</b>	School District 54
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Village of Hoffman Estates sponsors a Community Resource Center with School District 54 that is ran out of the Village's police station. The center provides after school services and programs for approximately 2 to 4 hours to parents and children. Programs include an effective parenting program, support groups for women, an English as a Second Language program, a computer literacy course, as well as child immunizations and adult health clinics. The Village consulted with the Police Department and the CRC in order to identify gaps in service provision and seek opportunities for additional coordination.

15	<b>Agency/Group/Organization</b>	Hoffman Estates Community Bank
	<b>Agency/Group/Organization Type</b>	Business Leaders Civic Leaders Business and Civic Leaders Private Sector Banking / Financing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Hoffman Estates Community Bank has a number of programs that they provide to limited income individuals including a "Save and Borrow Loan" and an emergency loan. The Bank wants to be involved in educating Hoffman Estates residents on needs, and with the Village on community development, senior housing, and low income projects.
16	<b>Agency/Group/Organization</b>	Remax
	<b>Agency/Group/Organization Type</b>	Business Leaders Civic Leaders Business and Civic Leaders Private Sector Banking / Financing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Mr. Krettler, Broker Associate with Remax, is a member of the Village's Planning and Zoning Commission and was contacted for information related to real estate trends among the Village's low income population.
17	<b>Agency/Group/Organization</b>	Mount Prospect HOME Consortium Member
	<b>Agency/Group/Organization Type</b>	Other government - Local



<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Market Analysis
<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Mt. Prospect was consulted as a fellow HOME Consortium member and nearby municipality. Continued coordination between Mount Prospect and Hoffman Estates is anticipated as a result of joint membership in the consortium.

**Identify any Agency Types not consulted and provide rationale for not consulting**

There were no any agencies or agency types that were intentionally not consulted during creation of the Consolidated Plan. Staff individually consulted with a wide array of agency types to ensure all were considered.

**Other local/regional/state/federal planning efforts considered when preparing the 2015-2019 Consolidated Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Alliance to End Homelessness in Suburban Cook County	The Alliance's current strategic plan was developed in 2014 and contains a number of strategies to coordinate social services towards ending homelessness in Cook County. While the Village has not traditionally allocated its limited funds towards homelessness and social service agencies, opportunities for coordination are identified in the plan that will help ensure alignment and collaboration.
Planning for Progress	Cook County	As the lead agency for the Cook County HOME Consortium, Cook County's Department of Planning and Development developed Planning for Progress which outlined four key priority objectives, all of which are also important to the Village of Hoffman Estates. Among these goals were infrastructure and housing, both of which the Village intends to address through CDBG funds.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Village of Hoffman Estates Comprehensive Plan	Village of Hoffman Estates	The Village is currently going through an update to its 2007 Comprehensive Plan. Affordable, decent housing is a priority of both plans, and data from the Consolidated Plan is used to inform policies in the Comprehensive Plan.
ADA Transition Plan	Village of Hoffman Estates	The Village's ADA Transition Plan, developed in 2015, quantified the need for accessibility improvements to the Village's infrastructure, facilities, and services. Neighborhood revitalization improvements addressed through CDBG funds will be targeted in those in-need areas identified through the ADA Transition Plan.
GoTo2040	CMAP	Being spread across several government jurisdictions and sharing borders with 8 other municipalities means Hoffman Estates must be viewed in a regional context. CMAP's GOTO2040 regional vision contains four broad themes and twelve recommendation areas. All of these themes relate to Hoffman Estates to varying degrees but all have at least some importance.
Analysis of Impediments to Fair Housing Choice	Village of Hoffman Estates	The Village's AI assesses the level of fair housing choice within the Village's jurisdiction, identifies potential impediments to fair housing choice, and recommends actions that the Village and partners can take to eliminate or remedy improvements. The Village continues to make progress towards action items identified in the 2013 AI update.
Village of Hoffman Estates Flexible Transit Service Operation Plan	Village of Hoffman Estates	The Village recently published a flexible transit service operations plan through the Regional Transit Authority which included consultation with various transit service providers. CDBG funds were previously considered for the Village's taxi coupon discount program which provides taxi services for the disabled, low income, and elderly population. The plan identifies other transit needs and areas for coordination.
Fair Housing and Equity Assessment	CMAP	This report concludes that housing continues be segregated by race in the Chicago region and is having a negative impact on numerous sectors throughout the region. The report contains strategies developed specifically for suburban Chicago to encourage diversity and investment in disinvestment communities.

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))**

The Village's decision to join the Cook County HOME Consortium has enabled better collaboration and coordination with other public entities that receive and administer HUD funds. The six other member municipalities are similar in many ways to the Village of Hoffman Estates and membership not only allows residents to receive funds from Cook County's HOME program, but also gives the Village the opportunity to learn from how other communities are administering CDBG funds.

In developing the County's Consolidated Plan as part of a larger regional vision, the Cook County Department of Planning and Development was able to utilize resources across the region to convene, connect, and collaborate with stakeholders. Given limited resources, this consultation is far beyond what the Village would be capable of doing on its own and invites perspectives from all types of stakeholders.

In terms of adjacent units of general local government, all eight municipalities that share a border with the Village of Hoffman Estates were invited to consult in the implementation of the current 2015-2019 Consolidated Plan. The Village regularly communicates with the Village of Schaumburg as both have historically provided an owner-occupied single family rehabilitation program through the same subrecipient, the Northwest Housing Partnership. The Village also consulted individually with the Villages of Palatine and Mount Prospect. Considering that eligible residents in all of these communities regularly work, shop, and socialize in the other community, cooperation among the communities where possible saves time and valuable resources

## Discussion

**AP-12 Participation - 91.401, 91.105, 91.200(c)**

**1. Summary of citizen participation process/Efforts made to broaden citizen participation**

**Summarize citizen participation process and how it impacted goal-setting**

As a recipient of Community Development Block Grant funds, the Village of Hoffman Estates is required to adopt a Citizen Participation Plan that sets policies and procedures for citizen participation in the development and administration of its Consolidated Plan. The Citizen Participation Plan must provide for and encourage citizens to participate in the development of the Consolidated Plan, the Annual Action Plan, any substantial amendments to the plans, and the annual performance report. The Village’s Citizen Participation Plan can be found in the 2015-2019 Consolidated Plan document. Citizen comments can be found in the attached CDBG and PBZ hearing minutes.

Given a population of 53,000, the Village has focused on various modes to generate participation for this Annual Plan, including a public hearing, a public meeting, an article in the Daily Herald newspaper, a 30-day public comment period and postings on the website.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing  July 20, 2016	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Public Hearing	Three attendees at the public hearing. One resident recommended that we look into accessible curb funding options on private property, namely at condos.	N/A	<a href="http://www.hoffmanestates.org/cdbg">www.hoffmanestates.org/cdbg</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting August 1, 2016	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Planning, Building, and Zoning Meeting			<a href="http://www.hoffmanestates.org/cdbg">www.hoffmanestates.org/cdbg</a>
3	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Daily Herald Ad	No comments	No comments	
4	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Village CDBG webpage	No comments	No comments	<a href="http://www.hoffmanestates.org/cdbg">www.hoffmanestates.org/cdbg</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Social Media	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Village Facebook page			

**Table 3– Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.420(b), 91.220(c) (1, 2)

#### Introduction

The Village receives fewer CDBG entitlement community funds than it had when it began receiving funds in 2006. Although the funding levels are decreasing, the need for CDBG related programs and projects remain. Infrastructure improvements and single family owner-occupied rehabilitation programs create direct long-lasting benefits through a one-time infusion of capital. Ensuring funds are used on projects that are sustainable is of high priority. After regularly receiving approximately \$300,000 to \$310,000 for the first five years of the program, the Village’s 2016 allocation stands at approximately \$248,000. The Village also regularly carries over a small balance from previous years and inconsistently receives money in the form of loan repayments for the outstanding single family rehabilitation program loans.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	247,693	24,997	58,200	330,890	691,803	One challenge with projecting available funds is the irregularity with which program income is received. The Village has more than 30 outstanding loans through its single family rehabilitation program and these could be paid off at any time. The estimates are based on at least two of these loans being paid off during this 5-year Consolidated Plan period.

**Table 4 - Expected Resources – Priority Table**



**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The Village will continue to support various programs as they are able to satisfy needs. However, CDBG funds will not be used to directly leverage additional funds as no matching funds are required.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The Village intends on allocating CDBG funds towards improvements to public infrastructure and facilities that will directly lead to accomplishment of said goals.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Annual Funding	Goal Outcome Indicator
1	Public Infrastructure Improvements	2015	2019	Non-Housing Community Development	Village Wide	Improving Public Facilities and Infrastructure	CDBG: \$198,490	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 200 Households Assisted
2	Public Facilities Improvements	2015	2019	Non-Housing Community Development	Village Wide	Improving Public Facilities and Infrastructure	CDBG: \$24,700	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 25 Persons Assisted
3	Owner Occupied Rehabilitation	2015	2019	Affordable Housing	Village Wide	Reducing the Housing Cost Burden	CDBG: \$58,200	Homeowner Housing Rehabilitated: 3 Household Housing Units
4	Planning and Administration	2015	2019	General Administration and Planning Costs	Village Wide	N/A	CDBG: \$49,500	N/A

**Table 5 - Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Public Infrastructure Improvements
	<b>Goal Description</b>	Provide improvements to public infrastructure in order to sustain a suitable living environment, which will promote or provide for improved accessibility, safety, and sustainability in existing neighborhoods. Potential infrastructure improvements include but are not limited to streets, sidewalks, street lighting, flood and drainage improvements. Over the course of the five year plan, the Village expects to invest approximately \$600,000 in three infrastructure projects.
2	<b>Goal Name</b>	Public Facilities Improvements
	<b>Goal Description</b>	Provide improvements to public facilities in order to sustain a suitable living environment, which will promote or provide for improved accessibility, safety, and sustainability. Potential infrastructure improvements include but are not limited to publically owned facilities, community centers, and parks. Over the course of the five year plan, the Village expects to invest approximately \$49,000 in two projects, related to rehabilitation of the Village-owned facility that is leased to the Children’s Advocacy Center of North and Northwest Cook County.
3	<b>Goal Name</b>	Owner Occupied Rehabilitation
	<b>Goal Description</b>	Provide access to affordable housing services and programs, including housing maintenance and rehabilitation services to limited-income individuals and households, in order to maintain affordability and accessibility in home ownership.
4	<b>Goal Name</b>	Planning and Administration
	<b>Goal Description</b>	Throughout the course of the five year plan, the Village intends on using \$229,279 for planning and administration related to the administration of the CDBG program. This includes ongoing administration of the CDBG program as well as funds used to update various plans related to HUD priorities including the Village’s Comprehensive Plan, the Analysis of Impediments to Fair Housing Choice, and Annual Action Plans.

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

During the 2016-2017 program year, the Village proposes using funds for public infrastructure, public facilities, single family rehabilitation, and planning and administration.

#	Project Name
1	Public Infrastructure Improvements – Street Reconstruction
2	Public Facilities Improvement – Children’s Advocacy Center Rehabilitation
3	Owner Occupied Rehabilitation – Single Family Rehabilitation Program
4	Planning and Administration

**Table 6 – Project Information**

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Infrastructure improvements continue to be the highest priority need for the Village during this annual action plan. Multiple street segments that are likely in CDBG neighborhoods are in need of revitalization in the near future. This year, Village funds will be used towards the completion of a street reconstruction project in an eligible area. Preliminary street ratings undertaken by the Village’s Transportation and Engineering division show there is at least one likely CDBG-eligible street due for reconstruction in 2017.

In addition, due to fiscal constraints, the Village had delayed improvements to the old Village Hall building, which is leased to the Children’s Advocacy Center (CAC) of Northwest Illinois. This PY 2016 Annual Plan offers the Village an opportunity to continue facility improvements begun in program year 2015.

Single family home rehabilitation continues to be of high priority in order to reduce the cost burden. Participation in the program has been slow and is hindered by the fact that recently, homeowners do not have equity in their home or would lose all equity in their home as a result of accepting a single family rehabilitation loan. The Village will continue to offer this program and will begin exploring new program rules or complimentary housing programs to offer throughout this Consolidated Plan to satisfy the home ownership cost burden need.

Finally, after joining the HOME Consortium in 2014, Village staff has spent much of the 2014 and 2015 program years using administrative time and resources coordinating the new Consolidated Plan and Annual Plan activities and submissions. The Village will continue to use CDBG administrative funds to strengthen its monitoring practices and its own policies and procedures.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Public Infrastructure Improvements – Street Reconstruction
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Infrastructure Improvements
	<b>Needs Addressed</b>	Improving Public Facilities and Infrastructure
	<b>Funding</b>	CDBG: \$198,490
	<b>Description</b>	In the 2016-2017 program year, the Village will budget its limited CDBG funds for reconstruction of a public street in a CDBG eligible neighborhood in the summer of 2017. The exact street that will be rehabilitated will be determined at a later point.
	<b>Target Date</b>	PY 2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	200 Low to Moderate Income
	<b>Location Description</b>	
	<b>Planned Activities</b>	Reconstruction of a street in a CDBG eligible neighborhood.
2	<b>Project Name</b>	Public Facilities Improvement – Children’s Advocacy Center Rehabilitation
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities Improvements
	<b>Needs Addressed</b>	Improving Public Facilities and Infrastructure
	<b>Funding</b>	CDBG: \$24,700

	<b>Description</b>	
	<b>Target Date</b>	PY 2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Likely activities will include building renovation, improvements to ADA accessibility, and repairs to the former Village Hall facility which is now leased to the Children's Advocacy Center of Northwest Cook County.
<b>3</b>	<b>Project Name</b>	Single Family Home Rehabilitation
	<b>Target Area</b>	
	<b>Goals Supported</b>	Owner Occupied Rehabilitation – Single Family Rehabilitation Program
	<b>Needs Addressed</b>	Reducing the Housing Cost Burden
	<b>Funding</b>	CDBG: \$58,200
	<b>Description</b>	
	<b>Target Date</b>	PY 2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3 Low/Moderate Income Housing Units
	<b>Location Description</b>	

	<b>Planned Activities</b>	Single family home rehabilitation loans issued with CDBG funds, in order to reduce the cost burden for low to moderate residences. Loans are intended to be used to make code updates to the homes. Northwest Housing Partnership will continue to administer this program with the Village.
4	<b>Project Name</b>	Planning and Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$49,500
	<b>Description</b>	Throughout the course of this program year, the Village intends on using funds for planning and administration related to the administration of the CDBG program. This includes ongoing administration of the CDBG program as well as funds used to update various plans related to HUD priorities including the Village's Comprehensive Plan, the Analysis of Impediments to Fair Housing Choice, and Annual Action Plans.
	<b>Target Date</b>	PY 2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Planning and Administration

**AP-50 Geographic Distribution - 91.420, 91.220(f)**

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

As part of the public infrastructure improvement, the Village will consider street ratings in CDBG eligible neighborhoods and divert funds to assist one that is in need.



## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

This section discusses actions that the Village will take to address needs outside of those directly addressed through CDBG funds.

### **Actions planned to address obstacles to meeting underserved needs**

While a lack of funding continues to be a challenge to address all of the needs identified in the Consolidated Plan, the Village will continue to partner and coordinate services wherever possible.

During the 2016-2017 Program Year, continued consultation with stakeholders will remain important to ensuring the most important needs are identified and strategies for addressing them are developed and pursued.

### **Actions planned to foster and maintain affordable housing**

During the 2016-2017 Program Year, the Village intends to continue to make funds available for the Village's owner-occupied, single family home rehabilitation program. The Village will also continue to ensure rental housing is maintained and renter's rights protected through its residential rental license and inspection program.

### **Actions planned to reduce lead-based paint hazards**

During the 2016-2017 Program Year, the Village plans on continuing coordination with the Cook County Department of Public Health to address lead-based paint hazards in the Village. As the State moves closer to decreasing the lead concentration threshold for children, the Village will continue to educate residents of potential hazards and provide lead hazard mitigation services wherever possible.

### **Actions planned to reduce the number of poverty-level families**

The Village will continue to work with its business community and the State of Illinois to improve job training to close the gap between the jobs that are available in the community and the skillsets of residents. Among actions during the 2016-2017 Program Year are continued collaboration with the Golden Corridor Advanced Manufacturing Partnership, provision and coordination of transit services, and the provision of health services through the Health and Human Services Department.

### **Actions planned to develop institutional structure**

During the 2016-2017 Program Year, the Village will be continuing its effort to identify priority needs through an update to its Comprehensive Plan. Consideration of HUD priorities will be included in this

update, particularly as they relate to housing. A strong and updated Comprehensive Plan will improve the Village's ability to be responsive to needs through an improved institutional structure. Continued participation in the regional housing discussion through Cook County and the Continuum of Care will be important as well.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

During the 2016-2017 Program Year, the Village will continue to address priority needs identified through consultation with housing associations. The owner-occupied single family home rehabilitation program will help reduce the cost burden for these individuals. Additionally, coordination of youth services, senior citizen services, and transit services will be a priority of Village Departments that provide them.

### **Discussion**

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

#### Discussion