

**AGENDA  
CITY OF ST. CHARLES  
HOUSING COMMISSION  
JEFFREY FUNKE, CHAIR**

**THURSDAY, MARCH 20, 2025 - 7:00 P.M.  
COUNCIL COMMITTEE ROOM  
2 E. MAIN STREET, ST. CHARLES, IL 60174**

- 1. Call to Order**
- 2. Roll Call**
- 3. Presentation of minutes from the January 9, 2025 meeting of the Housing Commission**
- 4. 2024 St. Charles Housing Affordability Analysis**
- 5. Home Rehab Program – New Program Working Session**
- 6. Rental Assistance Discussion**
- 7. Project Updates**
- 8. Additional Business**
- 9. Future Meeting Dates**
  - a. Thursday, April 10, 2025 at 7:00pm Dens A & B
  - b. Thursday, May 8, 2025 at 7:00pm Dens A & B
  - c. Thursday, June 12, 2025 at 7:00pm Dens A & B
- 10. Public Comment**
- 11. Adjournment**

**ADA Compliance**

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TDD), or via e-mail at [jmcmahon@stcharlesil.gov](mailto:jmcmahon@stcharlesil.gov). Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

**MINUTES  
CITY OF ST. CHARLES  
HOUSING COMMISSION  
THURSDAY, JANUARY 9, 2025  
DENS A & B**

**Members Present:** Sean Baker, Louis Dries, Jeff Funke, Karrsten Goettel, Milupa King, David Pietryla,

**Members Absent:** Liz Eakins, John Glenn

**Others Present:** Ellen Johnson, Planner

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**1. Call to Order**

Chair Funke called the meeting to order at 7:00pm.

**2. Roll Call**

Ms. Johnson called roll with six members present.

**3. Approval of Agenda**

A motion was made by Mr. Dries and seconded by Mr. Baker with a unanimous voice vote to approve the Agenda.

**4. Approval of minutes from the October 30, 2024 meeting of the Housing Commission**

A motion was made by Mr. Baker and seconded by Mr. Dries with a unanimous voice vote to approve the October 30, 2024 meeting minutes. Mr. Pietryla abstained.

**5. Discussion with Habitat for Humanity of Northern Fox Valley – Home Rehab Program**

Ms. Johnson reviewed the Home Rehab Program history, parameters, and issues with program usage that have been experienced over the past several years. She said the Commission would like for the program to better put the Housing Trust Fund to use helping St. Charles homeowners keep up their homes. They would like the program to be better utilized, have a streamlined application process, with projects completed in a timely manner. Mr. Pietryla had suggested reaching out to Habitat to see if there might be a partnership opportunity. Ms. Johnson introduced: Barb Beckman, Executive Director of Habitat for Humanity of NFV and Jerry Pietryla, also with Habitat.

Ms. Beckman provided background on Habitat's experience. She said they are best known for their homeownership program, but they began doing home repair programs about 10 years ago. Their program that is most in line with what St. Charles envisions is the Critical Home Repair program. Typically projects are smaller and time sensitive, such as furnace replacement. Depending on the funding source, there are different repayment requirements. For some, there is no repayment (cost-share for recipients); for others there is up to 25% repayment. They serve households up to 80% AMI. They have a home value limit (around \$280k) that would most likely need to be modified for St. Charles. The home must be owner-occupied, and the owner cannot be planning to sell in the next

couple of years. Incomes are verified and applicants must have homeowners insurance. They do not have any loan programs.

Ms. Beckman said Habitat does some of the construction, for smaller scope projects like a wheelchair ramp. They use contractors for larger projects. They have a simple, stream-lined application process. A furnace replacement, for example, can be done within 1-2 days. Ms. Johnson said the city's current program cannot act in an emergency capacity like this.

Ms. Beckman expressed concern that Habitat doesn't get many applicants from St. Charles. They have done 16 projects in St. Charles in the past 10 years. Ms. Beckman suggested Code Enforcement referrals. The Commission brainstormed promotion of the program.

The group discussed keeping the program with the County for higher cost projects, and then also creating a new program with Habitat. The Habitat-City program could perhaps be for lower cost projects/emergency repair situations. The Commission will discuss further.

## **6. Project Updates**

Ms. Johnson said City Council approved the funding for the Carroll Tower renovation project, which the Housing Commission recommended last fall.

## **7. Additional Business**

Bob Gilmart was in attendance from the St. Vincent De Paul Society at St. Patrick's Parish. He explained they provide rent and utility payment assistance to very low income residents. They helped 289 people in St. Charles last year. They only serve St. Charles west of the river. Assistance is provided on a short-term, temporary basis. They have a help line, and then vet the applicants, and pay landlords directly. He inquired as to the City's trust fund to help with this program. He clarified that St. John Newman has another St. Vincent DePaul Society that serves the east side of St. Charles. Ms. Johnson said the City hasn't used the Trust Fund for rental assistance before. A program would need to be created and approved by City Council. The Commission will discuss further.

## **8. Future Meeting Dates**

- a. Thursday, February 13, 2025 at 7:00pm Dens A & B
- b. Thursday, Thursday, March 13, 2025 at 7:00pm Dens A & B
- c. Thursday, April 10, 2025 at 7:00pm Dens A & B

## **9. Public Comment- None**

## **10. Adjournment at 8:05pm.**