NORTHWEST
HOME EQUITY ASSURANCE PROGRAM
NWHEAP

Meeting Minutes October 19, 2023

Attendance in-person: Executive Director Ellis Commissioner Simmons, Commissioner Hawkes, Commissioner Arroyo-Reyes, Commissioner Bannon
Attendance by Zoom: Commissioner Blaise
Absent:

I. Commissioner Arroyo-Reyes called the meeting to order at 6:35 pm.
II. Public comments – none
III. Approval of Agenda – Commissioner Bannon and Commissioner Simmons second the board unanimously approves the agenda.

IV. 2023 Tax Levy: The recommendation of NWHEAP was to not change the tax levy. Keep the same rate at $125,000 for 2023 paid in arrears in 2024. Commission Hawkes requested further information on how much money was currently in the fund. ED Ellis answered NWHEAP has about 9.6 million currently in the Illinois Fund. Commission Bannon motion to keep the levy as-is, Commission Simmons second, all in attendance approved: Commissioner Simmons, Commissioner Blaise, Commissioner Bannon, Commissioner Reyes, and Commissioner Hawkes.

V. Approval of Minutes (April) – Minutes were approved unanimously with date correction of April 20, 2023
Approval of Minutes (June) - Minutes were approved unanimously.
Approval of Minutes (August) - Minutes were approved unanimously.

VI. Resolutions:
- Resolution No. 2023-01: Home Improvement Loan Program
  ED Ellis read Resolution No. 2023-01 approving the increase the amount of 1st tier for the Home Improvement Loan and reducing the interest on 3rd tier from 4% to 3.5%.
- Resolution No. 2023-02: Extension of the NWHEAP membership reduced fee until January 1, 2024.
  ED Ellis read Resolution No. 2023 -02 approving the reduction of the membership fee by 50% until January 1, 2024.
- Resolution No. 2023 -03: Approving Grant Funding for the Northwest Home Equity Assurance Program Delinquent Tax Program.
  ED Ellis read Resolution No. 2023-03 approving the use shared grant funding between Northwest Center, DePaul and NWHEAP to further assist with the growth and development of the Delinquent Tax Program.

VII. Executive Director Report

❖ **Priority Issues**
- ED Ellis has reached to City of Chicago for appointments to the Governing Board of Commissioners. The appointments have been put on hold until further notice.

- The Online portal for the payments is currently available and located on the NWHEAP website for all potential, new and current members.
- NWHEAP was selected as one of eight collaborative programs to identify innovative housing solution to help our local community preserve homeownership.

❖ **Events:**

- Realtor's Lunch and Learn- October 2023
- Mental Health and Housing – November 2023
- Cook County Assessor Resource Fair – November 2023

❖ Compliance

- The Annual Financial Report is due to the State's Comptroller's Office was completed and submitted.

❖ Current Goals and Projects/Action Items:

- Updated Map/Pamphlet Project – Completion Date December 2024; Distribution Date January 2024.
- Community Canvassing – Postponed to the 2nd Quarter of 2024
- Online Payment Implementation –Link was added to NWHEAP.com on September 1, 2023
- Create Volunteer Program/Partnering with Local Colleges
- Update Marketing Materials in Polish and Spanish – Ongoing. The information will be available in pamphlet form and the website will be updated by December 2024
- Quarterly Marketing Metrics
- Quarterly Elected Official Meetings – Presently, we are in the process of reaching out to the offices of individual aldermen to arrange meetings. Thus far, we have met with Alderman Sposato, Alderman Gardiner, Alderman Nugent, Alderman Cardona and Alderman Villegas.
- Increase membership: 50 new members for 2023 – Presently, we have 37 new members.

VIII. Finance Report:

➢ ED Ellis reported on the current financial health of the organization.

- ♦ Our operating budget for the calendar year 2023 is $387,420.
- ♦ July – September our expenses were $83,064.23. our income from the tax levy was $2,688.62 and income from members was $1,467.50 and interest from the Illinois Fund was $83,297.15 the total operating revenue was $4,156.12 leaving a net income of $ -78,908.11

IX. Public Comments- None

X. Unfinished Business

XI. New Business

- Letter from Portage Park Chamber of Commerce Thanking NWHEAP for our in-kind gifts.

XII. Adjournment - Commissioner Arroyo-Reyes- 7:45pm, next meeting scheduled for December 21, 2023 at 6:30pm