

**MINUTES OF THE REGULAR MEETING
OF THE
OAK PARK HOUSING AUTHORITY
TUESDAY, JULY 12, 2016
7:30 A.M.**

OFFICIAL RECORD

PRESENT: Commissioners Davis, Hellwig, Hill, Kelley, Kralik, and Chairman Butler

EXCUSED: Commissioner Muse

ALSO PRESENT: Maria Saldaña, Executive Director; Malik Abbas, LaTaunda Cobb, Rhonda Doyle, Jim King, Melissa Neyfeldt, and Beth Swaggerty, Staff

QUORUM

The meeting was called to order at 7:32 A.M. by Chairman Butler.

APPROVAL OF MINUTES OF REGULAR MEETING OF MAY 10, 2016

It was moved (Kralik) and seconded (Hill) to approve the minutes of the May 10, 2016 regular meeting. The motion passed by unanimous voice vote, with Chairman Butler abstaining.

RESOLUTION ADOPTING PREVAILING WAGE RATES FOR LABORERS, WORKERS AND MECHANICS EMPLOYED BY THE HOUSING AUTHORITY OF THE VILLAGE OF OAK PARK ON PUBLIC WORKS

Ms. Saldaña began by reporting that approval of the resolution is a housekeeping matter. She said the Authority is required annually by the Illinois Prevailing Wage Act to adopt a resolution approving the schedule of prevailing wages within Cook County for wages paid on public projects. She added that Mr. King has to deal with prevailing wage rates on construction projects.

Ms. Saldaña asked the Board to adopt the Resolution and then asked for questions. There were none.

It was moved (Hill) and seconded (Hellwig) to adopt the resolution adopting prevailing wage rates for laborers, workers and mechanics employed by the Housing Authority of the Village of Oak Park on Public Works. The roll call vote was as follows:

AYES: Commissioners Davis, Hellwig, Hill, Kelley, Kralik, & Chairman Butler

NAYS: None

ABSENT: Commissioner Muse

DISCUSSION RE: 2ND QUARTER FINANCIALS

Ms. Saldaña began the discussion by reporting that because we hadn't done the first quarter financial statements, the 2nd quarter financial statements were a combination of both quarters. She turned over the discussion to Mr. Abbas.

Mr. Abbas reviewed the summary of the unaudited financial statements for the second quarter ending June 30, 2016 with the Board members, highlighting the following:

MILLS PARK TOWER

Mr. Abbas reported that the second quarter resulted in a net income of \$53,216 before depreciation and a net loss of \$221,984 after depreciation of \$305,856.

HOUSING CHOICE VOUCHER

The total administrative operating income was \$278,351 while the total operating expenses were \$225,855, resulting in the HCV Administrative program realizing a net surplus of \$52,171.

HAP SUBSIDIES

The total HAP subsidies were \$2,291,141 while the total non-operating expenses (HAP) payment was \$2,165,041, resulting in a HAP subsidies total non-operating net surplus of \$126,100.

BUSINESS ACTIVITIES

The total income was \$107,091 while the total expenses were \$50,222, resulting in a income of \$56,869.

After mortgage principal payments, the net income totaled \$38,374. Business Activities includes 324 N. Austin, and the Housing Authority office.

RECONCILIATION OF CONTRACT BUDGET TO ALLOCATED COSTS

Mr. Abbas said that a reconciliation of contract budget to allocated costs sheet was included, and that the second quarter resulted in a savings to the Housing Authority of \$19,308.

Mr. Abbas asked for questions. A question from Commissioner Hellwig on the MPT statement regarding a depreciation expense being greater than budgeted for was explained by Mr. King.

Commissioner Hellwig then asked the meaning of reconciliation of salary and benefit costs to contract terms. Ms. Saldaña explained that we compare the amount that would be due under the Management contract between the Housing Authority and Residence Corporation and the actual amount billed.

Ms. Saldaña explained that the reason for the surplus to the Housing Authority Administrative fees is because we are down one case manager. She said we still end up being on balance.

Commissioner Kelley asked what happened to the last case manager. Ms. Saldaña explained that she resigned after a few weeks. Ms. Saldaña said that Ms. Cobb and Mr. Southward have been extremely busy handling caseloads and the Yardi conversion, which then made them cease interviewing for a new case manager. She said we hope to have a new case manager in place by the end of the year.

DEPARTMENTAL REPORTS

MILLS PARK TOWER

Mr. King reported that there are 4 vacancies; 2 ready to go, 1 being treated for bedbugs, 1 totally vacant, and 1 move-out.

On the administrative side, Mr. King reported that a podiatrist visited the building to see the residents on June 22nd. He also reported that the residents meet monthly to discuss more ideas in an attempt to get more group activities in the building; and any new events get placed on the list.

Commissioner Davis asked Mr. King if he thought there may be an interest from the residents in holding Tai Chi sessions in the Park. Mr. King said we have a meditation group. Commissioner Davis said that Tai Chi is a great activity and great exercise well suited for seniors. Mr. King said that he would pursue the opportunity if it presented itself.

On the maintenance side, Mr. King said that the laundry room is almost complete. He said we are just waiting for the countertop. He said that we continue to conduct preventative maintenance on the building and keep up with the certificates. He said that everything is running well.

Mr. King said that Galewood Mechanical was out to repair the main air conditioner on the first floor.

He also reported that accessible Unit 2-L is being reconstructed and that hopefully it would be completed in 60 days.

Lastly, Mr. King asked for questions. There were none.

HOUSING CHOICE VOUCHER PROGRAM

Ms. Cobb reported that there were 430 program participants in the regular Voucher program. Included in the count are 3 project based Vouchers and 2 homeownership Vouchers.

Ms. Cobb reported that there were 72 HQS inspections completed for the month of June. She said that all of the annual inspections have been completed and that only re-inspections and initial move-in inspections are being done.

Ms. Cobb reported that there were 58 billable port-in clients and that there were a total of 18 participants, port-outs, for which other Housing Authorities are billing the OPHA.

Ms. Saldaña reported that because the total amount of Vouchers is 430, the lease up rate is 100%.

Ms. Saldaña added that there were a total of 45 Mainstream Vouchers leased. She also reported that 10 out of the 15 NED Vouchers are being utilized, but we continue to struggle to obtain more referrals from the State.

Ms. Saldaña asked for questions. There were none.

OLD BUSINESS

Ms. Saldaña reported that the Mercy project has been put on hold because they didn't receive first round financing from IHDA.

NEW BUSINESS

Ms. Saldaña reported that there is a Village of Oak Park Board of Trustees study session scheduled for July 25th to discuss affordable housing. She said the Village is requiring set aside funds from developers for affordable housing programs. She added that the discussion will be regarding how the funds should be utilized.

Ms. Saldaña reported that she would be on vacation, adding that she thought the Authority needed a presence at the meeting. Commissioner Davis said he would attend the meeting. Chairman Butler said he would try to attend.

Commissioner Kralik asked the Board if they thought it would be useful to send a letter to the Village indicating that we would support and assist them in any way we can. The Board agreed to circulate a statement. Commissioner Kralik volunteered to write and circulate the statement. Commissioner Hellwig asked if we could request to have a seat at the table. Ms. Saldaña answered yes.

Ms. Saldaña asked for questions. Commissioner Hellwig asked Ms. Saldaña if she knew why the Mercy project missed out on the financing. Ms. Saldaña indicated that it's highly competitive, and that it's the only option left under the HUD program to receive affordable housing financing.

Ms. Saldaña reported that Phil Jimenez, the Executive Director of the YMCA, is in the process of evaluating options for their facility, especially related to the residence part. She said that the building is also in need of repair. She reported that he called a group together of which she has been part of. He is seeking to redevelop the residence hall.

She said that there are 100 rooms in the building, so the group is in the beginning stages of exploring what to do with the residents' hall portion, whether to keep the rooms as SRO's, convert to studio apartments, or serve an entirely different population.

Lastly, she reported that she is participating on a panel on Tuesday, July 19th beginning at 7 P.M. at the main library regarding the future of integration in Oak Park.

ADJOURNMENT

At 8:03 A.M., it was moved (Davis) and seconded (Hellwig) to adjourn. The motion passed unanimously.

Respectfully Submitted,

Linda Hill, Secretary