

**MINUTES OF THE REGULAR MEETING  
OF THE  
OAK PARK HOUSING AUTHORITY  
TUESDAY, OCTOBER 11, 2016  
7:45 A.M.**

**OFFICIAL RECORD**

PRESENT: Commissioners Butler, Davis, Hellwig, Hill, Muse, & Chairman Kralik

EXCUSED: Commissioner Kelley

ALSO PRESENT: Maria Saldaña, Executive Director; Dora Merritt, Guest; James King, Melissa Neyfeldt, Ken Southward, Beth Swaggerty, and Rhonda Doyle, Staff

**QUORUM**

The meeting was called to order at 7:48 A.M. by Chairman Kralik.

**APPROVAL OF MINUTES OF REGULAR MEETING OF JULY 12, 2016**

It was moved (Hellwig) and seconded (Davis) to approve the minutes of the September 13, 2016 regular meeting. The motion passed by unanimous voice vote.

**RESOLUTION APPROVING THE 2017 ANNUAL PHA PLAN FOR THE HOUSING AUTHORITY OF THE VILLAGE OF OAK PARK**

Ms. Saldaña began by reporting that the PHA Annual Plan for the Housing Authority and the Village of Oak Park has to be approved every year and turned over the discussion to Mr. King.

Mr. King reported that the 1-Year Plan is consistent with our 5-Year Plan. He said that he is required to note any elements of the Plan that have been revised since the last submission. The Annual Plan has to be submitted by October 14<sup>th</sup>.

Mr. King reported that in 2013 HUD published the Capital Fund Final Rule, which decoupled the Capital Fund submission from the PHA Plan. He indicated that the Plan includes the Housing Choice Voucher Program. He said that we are a high performer so the reporting duties are a bit easier. He said that we would be submitting the Capital Fund Application next month, and that we would be applying for \$170,000.

Commissioner Butler arrived at 7:55 A.M.

Mr. King stated that he had included Chapter 4 of the ACOP, (Admissions and Continued Occupancy Policy), to explain de-concentration.

Under our policy, Public housing, (MPT), we require that extremely low income families make up at least 40% of the families admitted to public housing, and our policy provides that extremely low income families make up at least 75% of the families admitted to the Housing Choice Voucher Program.

Commissioner Davis asked Mr. Southward about the bonus points for deconcentration. Mr. Southward said we get the maximum amount of points.

Chairman Kralik asked if the Housing Authority used any mixed financing for improvements and Mr. King said no. Mr. King reported that we met all of our obligations and expenditures in a timely manner in the Capital Fund Program and that there were no audit findings for our Program.

Mr. King reported that there was a good turnout of tenants from the Resident Advisory Board meetings. He said that they were happy with the improvements and had suggestions on future improvements. He added that discussion and comments from the meetings were included with the Plan in Attachments 3 & 4.

Mr. King explained the procedure and timetable for submitting the Annual Plan, adding that it's a long process which he and Mr. Southward begin in July. Chairman Kralik asked if the Resident Advisory Board meetings occur every year. Mr. King answered yes. Chairman Kralik then asked that the information get sent to the Board for future Resident Advisory Board meetings in case any of the Board members want to attend the meetings. Mr. King said he would keep that in mind and next year when he schedules the meeting he will let the Board know.

Mr. King reviewed Attachment 2 which identifies all of the financial resources and planned uses of federal funds to be received by OPHA in 2017.

Mr. King reported that once the PHA Plan is complete, a legal notice of public hearing is published in the local paper for comments or challenged items. He said there were no challenged items at the hearing and that we retain a copy in our records. Mr. King said the deadline for the Plan to be electronically submitted to HUD is October 14<sup>th</sup>.

Mr. King asked for the Board's approval of the Resolution so that he could send it electronically to HUD by October 14<sup>th</sup>.

It was moved (Davis) and seconded (Hill) to approve the resolution approving the submission of the Annual Plan for fiscal year 2017 for the Housing Authority of the Village of Oak Park to the U.S. Department of Housing and Urban Development. The roll call vote was as follows:

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

NAYS: None

ABSENT: Commissioner Kelley

Commissioner Davis commented that Mr. King did an outstanding job in completing the work on the PHA Plan. The Board clapped.

## **DEPARTMENTAL REPORTS**

### **MILLS PARK TOWER**

Ms. Neyfeldt reported that there were currently 3 vacancies. She said that one person moved out and two people moved in. She said that unfortunately, the vacancies would continue. The residents who have been there for many years are getting older and many need assisted living, nursing homes, or passing away. She said this is a continuous process. She said she is working to get the vacancies filled as soon as possible.

Ms. Neyfeldt reported that two residents turned 100 in the last month. She said they hosted a huge birthday party for one, and a smaller party for the other. Commissioner Davis asked if they did a press release. Ms. Neyfeldt answered no but that there was an article in the Wednesday Journal regarding the resident who had the huge party.

Mr. King reported that there were many activities in September for the tenants. He added that there were movie nights, and a library representative visited the building to hold a computer class for any MPT residents who were interested. Ms. Neyfeldt mentioned that LIHEAP was coming to the building that day. Commissioner Davis suggested sending a note to the high school to see if any students would be interested in helping the MPT residents with the computer training. Ms. Neyfeldt thanked Commissioner Davis for the good suggestion.

Mr. King reported that a representative from Oak Park Township Senior Services visits the building every other month to inform the residents of the various services they offer.

Lastly, Mr. King reported that Presto X, their exterminator, inspected the entire building for bed bugs. He said a representative talked to the tenants about ways to prevent bed bugs and what to do if you have them. He said we also hired a cleaning service for those tenants unable to clean their units. Commissioner Hill asked how many units were infested. Ms. Neyfeldt answered 25. Mr. King then said that getting the problem under control again would be costly.

Mr. King asked for questions. There were none.

### **HOUSING CHOICE VOUCHER PROGRAM**

Mr. Southward reported that there were 421 program participants in the regular Voucher program.

Mr. Southward reported that there were 47 Mainstream Vouchers being utilized. He said that one family is needed to meet the goal of utilizing the remaining 3 Mainstream Vouchers designated for the chronically homeless. He said he interviewed 3 applicants from nursing homes.

He said 15 invitations were sent out and six applicants from the 15 attended the meetings.

Mr. Southward reported that there were 11 NED Vouchers being utilized.

Mr. Southward reported that there were 65 billable port-in clients and that there were a total of 19 participants, port-outs, for which other Housing Authorities are billing the OPHA. He said that there are 10 participants with Vouchers searching for housing in Oak Park; some with a lease waiting for inspections.

Commissioner Davis departed the meeting at 8:10 A.M.

Mr. Southward reported that the demographics page was included and that he would include them with his report on a quarterly basis.

Mr. Southward reported that HUD published applicable fair market rents for FY 2017. The Fair Market Rents were included with his report. He explained that the Fair Market Rents are used to establish Payment Standards for the Oak Park Housing Authority. We can establish Payment Standards that are up to 10% more than Fair Market Rents or 10% less than Fair Market Rents. He said that it was decided to establish payment standards by 10% for 2-bedroom or higher units after consulting with the Oak Park Regional Housing Center.

Mr. Southward asked for questions.

Commissioner Hellwig asked what the rationale was for increasing the payment standards. Mr. Southward explained that the Housing Center's belief is that the increase will give tenants a little more shopping power, as it represents about the average in Oak Park. He said that studio apartments rent for around \$850, and 1 bedroom apartments on the high end rent for \$1,100. He said the average is \$950 to \$1,000.

Ms. Saldaña added that the rental prices are consistent with the Residence Corporation's rents.

Commissioner Kralik asked Mr. Southward if any part of the discussion with the Housing Center was concerning the possibility that averages may be pushed higher as all of the new units in the Village become incorporated.

He also asked if there was any dialogue relating to where the trend is going, or concern about rent averages increasing. Mr. Southward said they didn't have that discussion, adding that the averages are units that are being marketed through the Housing Center.

Lastly, Commissioner Kralik asked Mr. Southward if he has heard of any difficulty from tenants finding units with the payment standards. Mr. Southward said no.

## **OLD BUSINESS**

Ms. Saldaña reported that she continues to attend the Village meetings regarding affordable and fair housing matters.

She reported that Drew Williams-Clark informed her that because they are working on the budgets, they would possibly begin working on an affordable housing policy next year.

Chairman Kralik reported that he sat in on a session regarding inclusionary ordinances. He indicated that Chicago, Evanston, and Highland Park have inclusionary ordinances. He said he had a very informative handout that he would pass on to the Board and Ms. Saldaña, adding that Ms. Saldaña could pass it on to the Village. He added that he thought the Village could gain knowledge with reference to inclusionary ordinances.

Commissioner Hellwig asked Ms. Saldaña if the Village Board approved the \$35,000 administrative support grant we applied for. Ms. Saldaña answered yes. The Board congratulated her.

## **NEW BUSINESS**

None

## **PUBLIC COMMENTS**

Ms. Merritt asked if any Board members could attend the October 17th Village Board meeting, or if Mr. King would compose a letter to represent her in her goal to name Maple Street in Oak Park after Edy Burton, who used to serve on the OPHA Board.

Ms. Merritt said she had been in touch with a Trustee who was expecting her to attend the meeting to make a presentation.

Commissioner Hellwig asked Ms. Merritt to provide some background information to the Board about Ms. Burton. Ms. Merritt provided a bit of history about her.

Ms. Saldaña said that she would talk to Mr. King or Mr. Southward and then get in touch with Ms. Merritt. Ms. Merritt said she hoped to receive a letter so that the process would begin, and thanked the Board.

## **ADJOURNMENT**

At 8:42 A.M., it was moved (Hellwig) and seconded (Hill) to adjourn. The motion passed unanimously.

Respectfully Submitted,

Linda Hill, Secretary