

**REGULAR MEETING OF  
THE HOUSING AUTHORITY OF THE  
VILLAGE OF OAK PARK  
TUESDAY, MARCH 12, 2019  
7:45 AM  
1025 PLEASANT PLACE  
OAK PARK, IL 60302**

**OFFICIAL RECORD**

**QUORUM**

**PRESENT:** Commissioners Sood, Teitelman, Hellwig, Muse, and Chairman Kralik

**EXCUSED:** Commissioner Kelm and Commissioner Walz

**ALSO PRESENT:** Staff: D. Pope, B. Swaggerty, K. Southward, M. Neyfeldt, L. Cobb,

Chairman Kralik called the March 12, 2019 regular meeting of the Housing Authority of the Village of Oak Park to order at 8:50 AM.

**APPROVAL OF THE MINUTES**

Chairman Kralik called for a motion to approve the minutes of the February 12, 2019 regular meeting of the Housing Authority of the Village of Oak Park.

It was moved (Teitelman) and seconded (Sood) to approve the minutes of the February 12, 2019 regular meeting of the Housing Authority of the Village of Oak Park.

Chairman Kralik asked if there were any corrections to the minutes. There were none.

The motion passed by unanimous voice vote.

**ELECTION OF COMMISSIONER MUSE TO THE OFFICE OF BOARD SECRETARY**

Chairman Kralik reported that with Commissioner Hill's departure from the board the office of Board Secretary would need to be filled. He stated that Commissioner Muse had graciously agreed accept the office of Board Secretary and that this action required Board approval.

He asked for a motion to elect Commissioner Muse to the office of Board Secretary.

It was moved (Hellwig) and seconded (Sood) to elect Commissioner Muse to the office of Board Secretary.

AYES: Commissioners Sood, Teitelman, Hellwig, Muse, and Chairman Kralik  
NAYS: None  
ABSTAIN: None

Chairman Kralik congratulated and thanked Commissioner Muse.

#### **HA-2019-03-01**

It was moved (Sood) and seconded (Teitelman) to approve resolution HA-2019-03-01 ratifying the previous electronic vote by the board approving the submission of the Section Eight Management Assessment Program (SEMAP) certification for fiscal year 2018.

Chairman Kralik referenced the information previously sent out to the Board and the electronic vote by the Board approving the submission of the SEMAP certification for fiscal year 2018.

Executive Director Pope provided a brief summary of the annual SEMAP certification submission process. He stated that the HCVP had historically awarded a "High Performer" rating and score.

Commissioner Teitelman asked Mr. Southward to explain what happens once the report had been submitted. Mr. Southward explained that once the report is verified by HUD a final score would be provided to the Authority sometime in April.

Chairman Kralik congratulated Mr. Southward and the HCVP staff on the high quality of their work.

AYES: Commissioners Sood, Teitelman, Muse, Hellwig, and Chairman Kralik  
NAYES: None  
ABSTAIN: None

#### **HA-2019-03-02**

It was moved (Sood) and seconded (Teitelman) to approve resolution HA-2019-03-02 ratifying the previous electronic vote by the board authorizing the Executive Director to execute a contract with Restorations Unlimited, Inc. in an amount not to exceed \$189,000.00 for the rehabilitation and lead abatement of Showalter House, located at 324 N. Austin Blvd., Oak Park, Illinois 60302 and to enter into associated subrecipient agreements with the Village of Oak Park for purposes of obtaining reimbursement from Community Development Block Grant funds and Cook County Lead Abatement funds.

Executive Director Pope explained the scope of work for the project and the bidding process that lead to the selection of Restorations Unlimited, Inc. for the project. He explained that the bidding and selection process took longer than anticipated and that the work would begin in a few weeks.

Commissioner Sood asked which agency actually applies for the Cook County Lead

Abatement funds. Mr. Pope stated that it was the Village of Oak Park and explained the lead abatement process that would be taken.

Executive Director Pope stated that a tour of the building could be arranged for the Board Commissioners.

AYES: Commissioners Sood, Teitelman, Muse, Hellwig, and Commissioner Kralik

NAYES: None

ABSTAIN: None

### **HA-2019-03-03**

It was moved (Hellwig) and seconded (Muse) to approve resolution HA-2019-03-03 ratifying the previous electronic vote by the board authorizing the Executive Director to expend up to an additional \$45,800 to complete the needed rehabilitation of Showalter House, located at 324 N. Austin Blvd., Oak Park, IL 60302

Executive Director Pope explained the rationale for the additional \$45,800 in funds to complete the needed rehabilitation.

Commissioner Teitelman asked how the \$45,800 was identified within the budget. Mr. Pope stated it was not. He stated that the \$45,800 would be drawn from the unrestricted excess balance in the Business Activities account.

Chairman Kralik pointed out that to defer the additional rehabilitation covered by the \$45,800 would result in higher costs and unnecessary disruption to the residents.

Commissioner Sood asked if Housing Forward, the proposed tenant, would hold the Master Lease. Mr. Pope said yes. He stated that he anticipated submitting the Master Lease to the Board for electronic review and approval sometime in April.

AYES: Commissioners Sood, Teitelman, Muse, Hellwig, and Commissioner Kralik

NAYES: None

ABSTAIN: None

## **DEPARTMENTAL REPORTS**

### MILLS PARK TOWER

Ms. Neyfeldt summarized the administrative, maintenance, and resident activities for the month of February. She reported that there was one (1) vacant unit that was currently under rehabilitation to make it fully accessible and ADA compliant.

Ms. Neyfeldt asked if there were any questions. There were none.

### HCVP

Ms. Cobb summarized program activities for the month of February. She reported that there were five (5) project-based vouchers in The Grove Apartments; three (3) families from the General Waiting List currently searching for housing; one (1) NED

voucher holder currently searching for housing; and three (3) new owners to the program. She stated that twenty-five (25) portable vouchers were being billed for and that two (2) vouchers had been absorbed.

Mr. Southward reported that he anticipated a significant decrease in March due to the CHA's plan to absorb six (6) OPHA vouchers. He then explained the ebb and flow of the number of vouchers due to absorption. He also reported that the biennial (every two years) HQS inspections would start in March.

Mr. Southward explained that for every ten (10) waiting list applicants interviewed three (3) actually voucher recipients were realized. At that rate, he anticipated that OPHA would be opening its waiting list in the near future. He stated that the staff had been reviewing and researching effective procedures for opening the waiting list, including consulting with other Housing Authorities as to best practices. He also stated that he was looking to develop new electronic protocols for communicating with waiting list participants on the status of their applications.

Commissioner Teitelman commended Mr. Southward and his staff for consulting with other Housing Authorities.

Mr. Southward asked if there were any questions. There were none.

## **OLD BUSINESS**

### **NEW MOMS DEVELOPMENT & CHA/NEW MOMS MANGEMENT AGREEMENT**

Executive Director Pope reported that a ribbon cutting event was scheduled for Friday, March 15<sup>th</sup> at 10 AM at the building, located at 206 Chicago Avenue, Oak Park, IL 60302. He stated that while the physical structure was completed there are still difficulties related to the finalization of the tenant selection plan that need to be resolved. He stated that until the issue is resolved the OPHA cannot enter into an agreement with the CHA to administer the proposed vouchers. He stated that he hoped there might be a finalized agreement ready for approval and execution at the April board meeting.

### **REGIONAL ASSESSMENT OF FAIR HOUSING**

Executive Director Pope reported that all of the various entities involved had signed the agreement and the required approvals to move forward have been secured.

### **INCLUSIONARY HOUSING ORDINANCE**

Executive Director Pope reported that the Village Board had voted to authorize an inclusionary housing ordinance and described in detail the ordinance requirements and provisions.

Commissioner Hellwig asked if the ordinance was approved unanimously by the Village Board. Mr. Pope stated that it was not. He reported that the vote was five (5) for and two (2) opposed and that opposition appeared to stem from concerns over the inclusion of Madison Street within the target areas.

Chairman Kralik commented on the importance of striking a balance in establishing requirements that support and encourage both new development and the creation of more affordable housing. He cautioned that if the requirements for affordable housing are set at a level that discourages new development altogether then everyone loses.

**NEW BUSINESS**

None

**ADJOURNMENT**

It was moved (Hellwig) and seconded (Sood) to adjourn the March 12, 2019 regular meeting of the Oak Park Residence Corporation at 8:46 AM.

Respectfully Submitted,

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Shenita Muse, Secretary