

**MINUTES OF THE
REGULAR MEETING OF
THE HOUSING AUTHORITY OF THE VILLAGE OF OAK PARK
TUESDAY, APRIL 14, 2026
MILLS PARK TOWER
7:45 AM**

OFFICIAL RECORD

QUORUM

PRESENT: Commissioners Kelm, Socall, Sood, Teitelman, Walz and Chairperson Muse

ABSENT:

STAFF: Alberty, Bottoms, Carpenter, Cobb, Pope, Sinn

GUESTS: Mills Park Tower Residents

Chairperson Muse called the meeting to order at 7:49 AM.

APPROVAL OF THE MARCH 10, 2026, OPHA'S REGULAR MEETING MINUTES

Chairperson Muse asked if there were any corrections to the March 10, 2026 meeting minutes. There were none.

It was moved Walz and seconded Kelm to approve the March 10, 2026, OPHA regular meeting minutes. The motion passed by unanimous voice vote.

PUBLIC COMMENT

Nora Natof (Apt. 9F)

Ms. Natof spoke on the installation of the ventilation systems and asked if there could be new installed fans in the apartment units or if there is a repair in the foreseeable future.

Linda Reeves (Apt. 15G)

Ms. Reeves continued the discussion regarding the ventilation system and expressed concerns about tenants smoking within the building. She inquired whether Mills Park Tower management could have a team member present on weekends to monitor and help address smoking within the property.

Cynthia reported that the building's roof-mounted exhaust system is experiencing issues on some floors, with contractors identifying motors and maintenance as contributing

factors. She noted that the system is nearing the end of its useful life and that the team is currently seeking bids for replacement. Commissioner Sood asked whether the bathroom exhaust is connected to the same system. Commissioner Kelm stated they are two separate systems.

Charlene LLoyd (Apt. 11H)

Ms. LLoyd thanked Executive Director Pope as well as the Mills Park Tower for holding a meeting with the contractor assisting with the first floor renovations. The meeting informed the residents on the changes that will be happening in the renovations. Ms. Lloyd also reminded the residents to clear out mailboxes before the start of the renovations this coming Friday.

Reverend Dora White (Apt. 14D)

Reverend White recommended that all attendees read *Evicted: Poverty and Profit in the American City* by Matthew Desmond. She also shared that she had spoken with the mayor and state representatives to express her concerns about the loss of housing.

John Reeves (Apt. 19L)

Mr. Reeves expressed his gratitude towards Executive Director Pope, the Board of Commissioners as well as the Mills Park Tower staff for all of their ongoing support for the building.

Zenoviah Mills (Apt. 5J)

Ms. Mills asked whether the building is able to screen guests upon entry. She expressed concerns regarding safety and informed the Board and the MPT team that residents continue to smoke inside the building, as well as near the property exterior.

David Kelm (Apt. 12D)

Mr. Kelm shared that he spoke with the Oak Park Public Works regarding the potholes in the parking lot area, and within 10 days the pot holes were filled.

Chairperson Muse asked if there were any further public comments. There were none.

OPHA Q1 QUARTERLY FINANCIALS

Mr. Sinn provided an overview of the first-quarter budget, noting minimal activity and only minor variances from projections. He explained that the Mills Park Tower operating subsidy from HUD reflects a timing issue and is expected to align with the annual budget over time. He also noted administrative salaries are slightly over budget due to upcoming raises, higher winter contract costs from snow events (expected to balance out), and that COP funding will be utilized as the first-floor renovation progresses.

Commissioner Teitelman asked whether the funds are reimbursed. Mr. Sinn explained that under the Capital Fund Program, funds are allocated in set amounts and can be drawn down as needed to pay expenses, rather than requiring upfront spending. He also noted that expenditures must follow program timelines, and that business activities, including the office and Sojourner House, are currently on budget. Mr. Sinn reported that the Housing Choice Voucher Program administration is currently in line with the budget. He noted some variance in training and travel due to a March training and an upcoming session in May, which is expected to balance out over the year.

RFP Process - OPHA Administration and Program Services

Executive Director Pope explained that the Oak Park Housing Authority conducts a Request for Proposals (RFP) process every five years to select an entity to provide administrative, operational, and programmatic services, as OPHA operates through contracted services. Executive Director Pope noted that the Board of Commissioners reviews submissions and selects a contractor with legal oversight to ensure a fair process, and recommended issuing the next RFP earlier, at the end of June, to allow additional time for evaluation and contracting. Executive Director Pope asked the Board to review the prior RFP and provide feedback ahead of the May meeting. Commissioner Kelm asked whether the Oak Park Residence Corporation (OPRC) owns property or is only administrative, and Executive Director Pope explained that OPRC is a nonprofit that owns and operates about 32 buildings in Oak Park and was created to provide affordable and diverse housing. Executive Director Pope added that OPRC and OPHA were previously under the same board but later separated, while continuing to share a common mission. Commissioner Kelm also asked about ownership of the building discussed, and Executive Director Pope confirmed it is owned by OPHA and remains traditional public housing.

Commissioner Kelm asked whether OPHA voucher holders rent from OPRC, and Executive Director Pope confirmed that over 100 voucher households live in OPRC units. Executive Director Pope explained that voucher holders face limitations in the private market due to inspection requirements that delay leasing, and noted that OPRC addresses this by holding about 20% of its units for lower-income residents, including voucher holders. Commissioner Teitelman asked when the last resident survey was conducted, and Executive Director Pope stated that the next survey is planned for the fall. Commissioner Teitelman suggested conducting the survey earlier to inform the upcoming RFP process, and Executive Director Pope agreed that accelerating the timeline could be considered.

MPT First Floor Renovation - UPDATE

Executive Director Pope reported that a recent all-resident meeting had strong attendance, with over 60 residents participating and providing helpful feedback on both process and planning. He stated that preparations are underway for upcoming construction, including asking residents to clear out their mailboxes. Mail will be temporarily collected and held by the postal carrier before construction begins, with

service expected to resume the following Monday once new mailboxes are installed and keys are distributed.

Executive Director Pope outlined a multi-phase construction plan, beginning with mailbox relocation, lobby demolition, and creation of a new office, followed by bathroom reconstruction and additional interior renovations. Executive Director Pope noted that later phases will include updates to common areas, the main lobby, and a new library space, with efforts made to minimize disruption and maintain building access. Executive Director Pope added that residents will receive regular updates throughout the project to stay informed on timelines and changes.

DEPARTMENTAL REPORTS

MPT REPORT

Ms. Carpenter summarized Mills Park Tower occupancy, leasing activity, resident demographics, waiting list status, building activities, and maintenance for March 2026. She reported 181 occupied units, reflecting a 91% occupancy rate, with 5 move-ins and 3 move-outs, and noted that the building houses 136 female and 55 male residents. She reported that the waiting list consists of 812 applicants, including 82 preferred and 730 non-preferred, with 12 applicants currently waiting, 2 accepting offers, and 1 withdrawal. There were 52 work orders requested during the month, of which 50 were completed, and 17 vacant units, including 5 ready to be leased. She also highlighted resident activities and services, including a bingo event hosted by Heartfelt Home Care, on-site vaccinations and boosters provided by Jewel Osco, and ongoing ventilation system upgrades by Advanced Mechanical.

Chairperson Muse asked Ms. Carpenter to clarify whether reported figures were year-to-date on a calendar basis, which Ms. Carpenter confirmed, and also asked about the timeline for reaching full occupancy given current vacancies and the waiting list. Ms. Carpenter responded that full occupancy is anticipated around June but noted ongoing turnover due to move-outs. Chairperson Muse also asked about the status of unit upgrades for current residents, and Executive Director Pope explained that bathroom and kitchen improvements are being completed on a rolling schedule over a two-year period, with upgrades taking place in both occupied and vacant units. Chairperson Muse requested additional strategies to address smoking in the building, and Ms. Carpenter described ongoing efforts such as newsletters, posted notices, and monitoring, while Executive Director Pope outlined a three-strike policy—warning, fine, and potential eviction.

HCV REPORT

Ms. Cobb briefly summarized the activities and accomplishments of the Housing Choice Voucher Program team during the month of March, highlighting a lease-up rate of our regular vouchers of 431 maintaining a 100%. Ms. Cobb provided an update on voucher programs, reporting that one applicant from the waiting list was added to the mainstream voucher program, bringing utilization to 76%, while the non-elderly disabled

category remains at four participants (27%). She noted that two additional foster youth leased units in March and that 11 families are currently searching for housing. Ms. Cobb also reported that 241 inspections were completed during the month under the INSPIRE model, with one unit failing inspection, resulting in abatement and a participant relocation. Year-to-date, two new property owners were added in March, and there were two participant withdrawals. She also noted ongoing portability activity, including families moving between jurisdictions and billing arrangements with other housing authorities.

Chairperson Muse asked Ms. Cobb follow-up questions regarding foster youth participation and homeownership opportunities. Ms. Cobb clarified that seven foster youth are currently leased, with additional participants in the search process, and explained that many referrals come from outside the immediate area, limiting participation. In response to questions about homeownership vouchers, Ms. Cobb stated that a limited number are available, but use has been constrained by housing affordability, though participants are provided guidance on pursuing homeownership.

ADJOURNMENT OF APRIL 14, 2026, REGULAR MEETING

Chairperson Muse asked for a motion to adjourn the APRIL 14, 2026 regular meeting.

It was moved (Teitelman) and seconded (Sandeep) to adjourn the APRIL 14, 2026, regular meeting. The motion passed by unanimous voice vote. The meeting was adjourned at 9:01 AM.

Respectfully submitted,

Andrew Teitelman