

**MINUTES OF THE
REGULAR MEETING OF
THE HOUSING AUTHORITY OF THE VILLAGE OF OAK PARK
TUESDAY, MAY 12, 2026
MILLS PARK TOWER
7:45 AM**

OFFICIAL RECORD

QUORUM

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

ABSENT: Walz

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

GUESTS: Mills Park Tower Residents

Chairperson Muse called the meeting to order at 7:51 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 (Kelm) and seconded (Sood) to approve the April 14, 2026, OPHA regular meeting minutes. The motion passed by unanimous voice vote.

PUBLIC COMMENT

Garnet Faye (Apt. 12F)

Mr. Faye reminded the residents of the upcoming Election for the Resident Council Board. The introductory meeting will be held Saturday, May 16, in the common room.

Nora Natof (Apt. 9F)

Ms. Natof raised concerns regarding the accessibility and height placement of the recently installed mailboxes and requested that Board members view the installation area to better understand the configuration. Executive Director Pope responded that the mailbox heights are governed by United States Postal Service accessibility requirements, including minimum and maximum height standards intended to accommodate wheelchair accessibility, and stated that management would provide the related code information. He further noted that accommodations, including seating assistance, had been arranged and that modifications will be made to the design of

additional cubbies in response to resident feedback to improve accessibility.

Charlene Lloyd (Apt. 11H)

Ms. Lloyd shared concerns from residents regarding the accessibility of the newly installed mailboxes, particularly for shorter residents and seniors who may have difficulty reaching or viewing their assigned boxes. She asked management to consider additional accommodations and inquired about the status of a resident survey previously discussed by the Board. Executive Director Pope explained that the mailbox layout must comply with United States Postal Service requirements but stated that management is exploring accommodations, including seating and assistive tools, to better assist residents.

Linda Harris (Apt. 4F)

Ms. Harris expressed concerns regarding security issues and reported seeing unfamiliar individuals walking around the property, particularly on weekends, which she stated has caused concern among residents. She requested that management look into the matter. Executive Director Pope advised residents to report such incidents to the MPT staff when they occur.

Eileen Walsh (Apt. 5K)

Ms. Walsh shared concerns regarding a recent incident in which an individual repeatedly banged on the building door when it was not opened immediately. She emphasized the importance of residents using the intercom system and expressed support for stronger building security protocols. Executive Director Pope responded and reminded residents not to allow unknown individuals into the building and encouraged residents and visitors to use proper entry procedures, including keys, fobs, intercom access, or prearranged assistance from residents.

Zenoviah Mills (Apt. 5J)

Ms. Mills expressed concerns regarding ongoing disturbances within the building, including a recent physical altercation in a hallway involving residents and visitors, which she stated created concern among other residents. Chairperson Muse asked whether the incident occurred on a weekend, to which Ms. Mills clarified it happened on a weekday evening. Ms. Mills also thanked staff for replacing a previously damaged sink.

Mary O’Kiersey (Apt. 9C)

Ms. O’Kiersey suggested that reception staff may be able to assist residents with accessing their mailboxes, which Executive Director Pope acknowledged as a helpful idea. She raised concerns regarding residents smoking near building entrances and common areas, including improper disposal of cigarette waste, and suggested creating a designated sheltered smoking area farther from the building to address the issue.

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

OPHA RFP FOR ADMINISTRATION AND PROGRAM SERVICES - DISCUSSION

Executive Director Pope reviewed the draft RFP for administration services and stated that a shared Google document would be distributed following the meeting to allow Board members to provide comments and suggestions. Commissioner Socall asked when the RFP would be published, and Executive Director Pope responded that the goal is to publish it in June to allow adequate time for responses. Commissioner Teitelman asked for clarification regarding communication limitations between Board members, and Executive Director Pope explained that members may submit comments but should avoid engaging in ongoing discussions outside of a public setting. Commissioner Teitelman also inquired about legal counsel for the RFP process, and Executive Director Pope stated that the Housing Authority's attorney, Jeff Gilbert, could assist and coordinate with staff as needed.

MILLS PARK TOWER RENOVATION UPDATE

Executive Director Pope provided an update on the Mills Park Tower renovation project, stating that work began several weeks earlier and has progressed through the initial construction phases despite some unexpected conditions discovered after opening walls. He reported that coordination with the Village of Oak Park and the Post Office allowed for the successful installation of the new mailboxes with minimal disruption to residents. He also noted that framing, mechanical work, and drywall installation for the new service coordinator office have largely been completed. Executive Director Pope stated that the next phase of the project will involve bathroom reconstruction, and residents will be notified in advance regarding temporary access changes. He advised that change orders should be brought before the Board for approval, including adjustments related to newly identified infrastructure issues discovered during construction.

DEPARTMENTAL REPORTS

MPT REPORT

Ms. Carpenter summarized the Mills Park Tower occupancy, leasing, resident demographics, waiting list, building activities, and maintenance for the month of April 2026. She highlighted: 178 occupied units; no move-ins and three move-outs during the month; 11 move-outs and 9 move-ins year-to-date; 185 total occupants; and 827 individuals on the waiting list. Ms. Carpenter also reported that staff initiated a mass leasing effort by pulling 38 names from the waiting list and planned to conduct a mass application process the following week. She noted that one applicant accepted a unit, one later declined, and five applicants returned to the waiting list.

Ms. Carpenter further reported that 44 work orders were generated and 42 completed during the month, with no elevator service calls reported. She stated there were 20 vacant units, some of which were ready for leasing while others were undergoing minor work. She also noted that routine resident programming, including Tai Chi, yoga, and

meal delivery services, continued throughout the month, along with deep cleaning of vacant units and the start of the first-floor renovation project. Ms. Carpenter additionally reported that 16 occupied units had received updated installations this year.

Chairperson Muse asked when full occupancy was anticipated, and Ms. Carpenter stated that management hopes to reach full occupancy by July or August following the mass application process. Commissioner Teitelman asked whether management had identified common reasons applicants decline units, and Ms. Carpenter responded that parking availability has been the primary concern. Chairperson Muse also shared information regarding additional senior food assistance resources available through Nourishing Hope.

HCV REPORT

Ms. Cobb briefly summarized the activities and accomplishments of the Housing Choice Voucher Program team during the month of April, highlighting a lease-up rate of regular vouchers at 100%. She reported that the mainstream voucher program is currently at 62.75% utilization and continues to fluctuate as eligible applicants with disabilities are transferred from the waiting list into the mainstream voucher category to help increase overall utilization. The non-elderly disabled program currently has 27% remaining availability, with 11 applicants actively searching for units and vouchers valid through the end of August. Ms. Cobb noted that leasing activity may temporarily place the program above its authorized allocation in upcoming months, though throughout the year it is expected to balance utilization by fiscal year-end.

Ms. Cobb also reported that the Foster Youth to Independence (FYI) program currently has eight leased vouchers, with two applicants actively searching for units. Two additional participants leased units during the prior month. Discussion followed regarding how FYI vouchers are counted within HUD reporting and how utilization data is displayed on the report. Commissioner Socall requested clarification regarding whether FYI vouchers were included within the regular voucher totals and whether additional voucher capacity remained available. Staff explained that the FYI vouchers are reported alongside regular vouchers for HUD reporting purposes, though they are separately authorized. Commissioner Socall suggested revising future reports to separate leased voucher data from HUD-authorized voucher data to improve readability and interpretation, and staff agreed to revise the reporting format for future presentations.

Ms. Cobb reported that 115 inspections were completed during the month, with three units placed under abatement following failed inspections. Year-to-date, one participant has moved, four owners have been added to the program, and five participants were withdrawn or deemed ineligible. Three participants moved out of their units and are currently searching for units within Oak Park. She further reported that there were three transfer requests to other housing authorities (port-outs). Other housing authorities are currently billing for 30 program participants, while Oak Park is billing other housing authorities for 32 participants. Additionally, eight participants have ported into Oak Park from other jurisdictions and are currently searching for housing.

In response to a question from Commissioner Sood regarding the abatements, Ms. Cobb explained that the abatements resulted from failed reinspections where required corrections had not yet been completed. She noted that the units have since been reinspected and corrected, and the abatements are expected to be removed in the following month's report.

OLD BUSINESS

Commissioner Kelm provided comments regarding building operations, including a potential designated smoking area, building access during construction activity, and the configuration of the mailboxes. He referenced examples from other residential buildings and discussed possible alternative mailbox layouts and accessibility considerations.

Commissioner Kelm also commented on a recent elevator issue, stating that he observed the elevator stopped on the 10th floor and was able to restore operation after checking the floor and closing the door. Ms. Carpenter responded that she had attempted similar troubleshooting steps after the issue was reported, though the elevator had not resumed operation at that time.

ADJOURNMENT OF MAY 12, 2026, REGULAR MEETING

Chairperson Muse asked for a motion to adjourn the May 12, 2026, regular meeting.

It was moved (Teitelman) and seconded (Socall) to adjourn to the MAY 12, 2026, regular meeting. The motion passed by unanimous voice vote. The meeting was adjourned at 8:53 AM.

Respectfully submitted,

Andrew Teitelman, Secretary