

Minutes of Regular Meeting
HOUSING PROGRAMS ADVISORY COMMITTEE
Village of Oak Park
June 22, 2016
7:00 pm – Room 101

CALL TO ORDER: Members arrived at the meeting at 7:00pm, but spent the first hour reviewing confidential demographic memoranda on each of the Multi-Family Incentives Program applications. The meeting was officially called to order at 8:00pm.

ROLL CALL:

PRESENT: Frank FioRito, Garth Katner, Debby Macey, Mary Mauney, Catharine Schutzius.

ABSENT: Trisha Girdwood

STAFF PRESENT: Andrew Williams-Clark (staff liaison)

GUESTS: Dominic Tocci, Maria Saldana, Victor Ortiz

REVIEW AND APPROVAL OF MEETING AGENDA: No agenda changes were proposed or entertained.

NON-AGENDA PUBLIC COMMENT: Each of the committee members introduced themselves. Each of the audience members did likewise. Mr. Tocci was interested in the vacant seat on the committee and works for the Cook County Department of Planning and Development. Ms. Saldana is the Executive Director for Oak Park Residence Corporation. Mr. Ortiz is the head of Property Management at Oak Park Residence Corporation.

APPROVAL OF MINUTES: Ms. Macey moved to approve the May 2016 meeting minutes without revision. Mr. Katner seconded the motion, which passed unanimously.

Review and Recommend Board Approval of Multi-Family Incentives Program Grants: Over the preceding two weeks, HPAC members had the opportunity to review all MFI program applications, Oak Park Regional Housing center and Neighborhood Services staff reviews of each application, and multi-departmental Village sign-off on each application. As each member arrived at the June meeting, they received a confidential memo of demographic information on tenant occupancy in each applicant building and the history of their participation in the program. This information was neither shared with anyone else at the meeting, nor was it discussed.

After review of the new materials, each member submitted their scores of each application to Mr. Williams-Clark. After the last member submitted his scores, they were displayed on a screen for group review. Members confirmed that new

participants were desirable and previous participants should be scored based on their performance in previous years.

The Village budgeted a total of \$150,000 to fund new MFI improvement grants in 2016. The total request of all applications combined was \$211,000. As such HPAC needed to rank each application compared to all others and recommend only so many applications for funding as the budget would allow.

Members compared their scores and found them to be relatively similar. After a few questions, two applicant scores were adjusted. These adjustments did not significantly impact the rankings. After some further discussion, the committee reached a consensus to rank the applications based on an average of the scores submitted. Mr. FioRito moved to recommend Board approval of the proposals as ranked, by the average of all members' scores, until all approved funds have been invested, with the lowest ranked application receiving partial funding if necessary to expend all funds and all applications not recommended for funding receiving a one-year Marketing Services Agreement, and with the contingency that any applications rescinded or determined to be ineligible at a later time would be pulled from the rankings and the next application would be recommended for approval as needed. Ms. Mauney seconded the motion.

Rank	Building Number	Building Address	HPAC SCORE (40 Max)	Grant Request	HPAC Grant Recommendation	Budget Balance
						\$150,000.00
1	327	163 N LOMBARD	34	\$5,000.00	\$5,000.00	\$145,000.00
2	232	512 - 514 HARRISON	32	\$9,000.00	\$9,000.00	\$136,000.00
3	588	221-229 WASHINGTON BLVD	31	\$10,000.00	\$10,000.00	\$126,000.00
4	11	232-34 N AUSTIN BLVD / 5 - 9 PLEASANT ST	31	\$10,000.00	\$10,000.00	\$116,000.00
5	40	1022-24 N AUSTIN BLVD	30	\$10,000.00	\$10,000.00	\$106,000.00
6	12	300-04 N AUSTIN BLVD / 2-12 PLEASANT ST	30	\$10,000.00	\$10,000.00	\$96,000.00
7	587	213-219 WASHINGTON BLVD	29	\$10,000.00	\$10,000.00	\$86,000.00
7	39	1018-20 N AUSTIN BLVD	29	\$7,000.00	\$7,000.00	\$79,000.00
9	210	27-35 HARRISON / 905-911 S HUMPHREY	29	\$10,000.00	\$10,000.00	\$69,000.00
10	22	470-92 N AUSTIN / 3-11 ONTARIO*	29	\$10,000.00	* see below	\$69,000.00
11	525	6126 W ROOSEVELT ROAD / 1189-95 SOUTH TAYLOR	29	\$10,000.00	\$10,000.00	\$59,000.00
12	590	228-230 WASHINGTON BLVD / 346-48 SOUTH HARVEY	28	\$10,000.00	\$10,000.00	\$49,000.00
13	5	16-24 N AUSTIN BLVD	28	\$10,000.00	\$10,000.00	\$39,000.00
14	209	17-21 HARRISON / 906-908 S HUMPHREY	28	\$10,000.00	\$10,000.00	\$29,000.00
15	71	514 SOUTH AUSTIN BLVD	28	\$10,000.00	\$10,000.00	\$19,000.00
16	263	146 - 154 N HUMPHREY AVE	27	\$10,000.00	\$10,000.00	\$9,000.00
17	141	421 S ELMWOOD	27	\$10,000.00	\$9,000.00	\$0.00

Rank	Building Number	Building Address	HPAC SCORE (40 Max)	Grant Request	HPAC Grant Recommendation	Budget Balance
18	629	935-943 WEST WASHINGTON	26	\$10,000.00	NA/MSA Only	\$0.00
19	215	101-05 HARRISON / 905-11 LYMAN	25	\$10,000.00	NA/MSA Only	\$0.00
19	117	901 - 911 CLINTON AVE	25	\$10,000.00	NA/MSA Only	\$0.00
21	603	423 WASHINGTON	23	\$4,000.00	NA/MSA Only	\$0.00
22	538	41-49 SOUTH BLVD / 103-11 S HUMPHREY	23	\$10,000.00	NA/MSA Only	\$0.00
23	213	40 HARRISON STREET / 844-46 LYMAN	23	\$6,000.00	NA/MSA Only	\$0.00
24	55	118- 20 S AUSTIN/ 2-10 ADAMS	23	\$10,000.00	NA/MSA Only	\$0.00
25	226	301-11 HARRISON / 901-09 HIGHLAND AVENUE	22	\$10,000.00	NA/MSA Only	\$0.00
26	122	304 N CUYLER	22	\$4,000.00	NA/MSA Only	\$0.00
27	76	822-32 S AUSTIN BLVD	21	\$10,000.00	NA/MSA Only	\$0.00
28	77	834-36 S AUSTIN BLVD / 2-8 HARVARD	21	\$10,000.00	NA/MSA Only	\$0.00
29	292	201-11 S KENILWORTH / 901-11 PLEASANT	21	\$10,000.00	NA/MSA Only	\$0.00
30	569	716 - 718 S TAYLOR	19	\$4,000.00	NA/MSA Only	\$0.00
31	68	420 S AUSTIN BLVD	18	\$4,000.00	NA/MSA Only	\$0.00

ROLL CALL VOTE: Frank FioRito Aye
Trisha Girdwood Absent
Garth Katner Aye
Debby Macey Aye
Mary Mauney Aye
Catharine Schutzius Aye

The motion passed.

** It should be noted that Oak Park Residence Corporation withdrew its application for 470-92 Austin/3-11 Ontario the day after HPAC voted to recommend approval of this grant (6/23). Per the motion passed above, the recommendation now passes to the next grant as recommended for partial funding until the entire 2016 budget is committed.*

Review and Recommend Board Approval of Multi-Family Incentives Program

Marketing Services Agreements: Similar to the discussion outlined above, members felt that their scores aligned similarly across all of the applications for one-year

Marketing Services Agreements without grants attached. All of the applications met the minimum scoring criteria (all scored above 15 points as an average of all member scores). Ms. Schutzius moved to recommend Board approval of all applications submitted for one-year Marketing Services Agreements. Ms. Macey seconded the motion.

1. MSA1611 113 - 117 SOUTH BLVD
2. MSA1612 105 S TAYLOR /107 S BLVD
3. MSA1627 438-42 S LOMBARD / 128-30 MADISON
4. MSA1628 543-47 N HUMPHREY / 41-47 IOWA
5. MSA1629 1100-02 N AUSTIN BLVD/ 4-6 THOMAS AVE
6. MSA1630 411-15 S HARVEY
7. MSA1631 1000 N AUSTIN BLVD / 2-4 AUGUSTA BLVD
8. MSA1632 1118-26 SOUTH AUSTIN
9. MSA1633 162 N HUMPHREY
10. MSA1634 400-04 S AUSTIN BLVD/ 7 VAN BUREN
11. MSA1636 908-10 S LOMBARD

ROLL CALL VOTE:	Frank FioRito	Aye
	Trisha Girdwood	Absent
	Garth Katner	Aye
	Debby Macey	Aye
	Mary Mauney	Aye
	Catharine Schutzius	Aye

Other Business: Mr. Williams-Clark asked for reflections on the process and suggestions for improvement. Members proposed several ideas, which will be implemented or considered in coming years.

ADJOURNMENT: Meeting was adjourned at 8:48 p.m.

Respectfully submitted,
Andrew Williams-Clark, Staff Liaison