

DRAFT Minutes of Regular Meeting  
**HOUSING PROGRAMS ADVISORY COMMITTEE**  
Village of Oak Park  
February 20, 2019  
7:00 pm – Room 215

**CALL TO ORDER:** The meeting was officially called to order at 7:01 pm by Chairperson, Dominic Tocci

**ROLL CALL:**

**PRESENT:** Dominic Tocci (Chair), Debby Macey, Mary Mauney, Trisha Girdwood, Andrew Williams-Clark, and Trustee Boutet (Late)

**ABSENT:** Jonathan Burch and Amy Dean

**STAFF PRESENT:** Jeffrey J. Prior (staff liaison)

**PUBLIC PRESENT:** None

**REVIEW AND APPROVAL OF MEETING AGENDA:** Mr. Andrew Williams-Clark moved to approve the agenda. Ms. Mary Mauney seconded the motion, which passed unanimously.

**NON-AGENDA PUBLIC COMMENT:** No non-agenda public comment was provided.

**APPROVAL OF MINUTES:** Ms. Trisha Girdwood moved to approve the minutes. Mr. Andrew Williams-Clark seconded the motion, which passed unanimously.

**JOINT COMMITTEE/COMMISSION CHAIR MEETING:** Mr. Prior reported that he attended an Aging in Place Commission meeting where plans were discussed to look at a “Handy Man” Program. Neighborhood Services was also requested to put together a program on “How to Select a Contractor.” Mr. Prior explained that the “Handy Man” program would be beneficial to the residential property inspectors as they are always being questioned by homeowners as to who they can call to get repairs done. Commissioner Tocci indicated that there still is a potential that all three committees will work together in the future on a project.

**AFFORDABLE HOUSING FUNDS/INCLUSIONARY ZONING:** A discussion of the Inclusionary Zoning presentation at the most recent Board meeting was discussed. Trustee Boutet answered some questions from committee members regarding the process used and decisions made to bring this topic to the Board. The committee as a whole expressed their willingness to participate in any future affordable housing or inclusionary zoning discussions.

**LOAN APPROVAL:** Mr. Prior provided an overview of the Single Family Rehabilitation Loan (SFR-082). A deferred \$20,350 rehabilitation loan is being sought by the homeowner. There was no work needed to reduce lead hazards. The rehabilitation loan included a contingency of \$4,500. The home is occupied by a single adult. The majority of the work will be the replacement of three fan coil units in the living room, the bedroom and the kitchen. A portion of the rehabilitation will be going towards work in the bathroom. A motion to recommend Board approval of the loan was made by Mr. Andrew Williams-Clark. Ms. Debby Macey seconded the motion.

**Roll Call Vote:**

Dominic Tocci (Chair)	Aye
Andrew Williams-Clark	Aye
Mary Mauney	Aye
Trisha Girdwood	Aye
Jonathan Burch	Not Present
Debby Macey	Aye
Amy Dean	Not Present

**MULTI-FAMILY HOUSING INCENTIVE PROGRAM:** Mr. Prior explained that the recommendations HPAC made to the Multi-Family Housing Incentive Program guidelines last meeting were discussed by staff. Mr. Prior informed the committee that staff would not be concurring with the recommendation to change the number of units from four to two, but would concur with recommendation to increase the per unit amount from \$1,000 to \$1,500 per unit. Furthermore, Staff would be supportive in removing the per unit amount entirely and having a maximum amount of the grant to be \$10,000, regardless of the number of units. The reason behind the Staff recommendation was explained in that by eliminating the per unit amount, the grant will become more desirable to smaller unit owners. A breakdown of the previous MSA grant locations were presented to the committee for review.

A motion was made by Mr. Andrew Williams-Clark to rescind the recommendation passed during January's meeting to lower number of units in the eligible building from four or more apartments to two or more units and to increase the per unit amount on the grant from \$1,000 per unit to \$1,500 per unit. Ms. Trisha Girdwood seconded the motion.

**Roll Call Vote:**

Dominic Tocci (Chair)	Aye
Andrew Williams-Clark	Aye
Mary Mauney	Aye
Trisha Girdwood	Aye
Jonathan Burch	Not Present
Debby Macey	Aye
Amy Dean	Not Present

A motion was made by Ms. Trisha Girdwood to change the amount of the grant to be a maximum amount of \$10,000 and to eliminate the language that grants will be the lessor of \$10,000 or \$1,000 per unit. Ms. Mary Mauney seconded the motion.

**Roll Call Vote:**

Dominic Tocci (Chair)	Aye
Andrew Williams-Clark	Aye
Mary Mauney	Aye
Trisha Girdwood	Aye
Jonathan Burch	Not Present
Debby Macey	Aye
Amy Dean	Not Present

**OTHER BUSINESS:** There was no other business to discuss.

**ADJOURNMENT:** Mr. Andrew Williams- Clark moved to adjourn the meeting at 8:25 p.m. Ms. Debby Macey seconded the motion, which carried unanimously.

Respectfully submitted,  
Jeffrey J. Prior, Staff Liaison