

Approved Minutes of Regular Meeting
HOUSING PROGRAMS ADVISORY COMMITTEE
Village of Oak Park
August 19, 2015
7:00 pm – Room 215

CALL TO ORDER: The meeting was called to order by Chair Steven Glass at 7:04 p.m.

ROLL CALL:

PRESENT: Steven Glass, Trisha Girdwood, Catharine Schutzius

ABSENT: Debby Macey

STAFF PRESENT: Tammie Grossman, Director of Development Customer Services; Andrew Williams-Clark, Neighborhood Services Manager

GUESTS: Rob Breymaier, Kimberly Traylor

REVIEW AND APPROVAL OF MEETING AGENDA: Chair Glass asked if there were any changes to the Agenda. There were none. Mr. Glass moved to approve the agenda. Trisha Girdwood seconded the motion, which passed unanimously.

NON-AGENDA PUBLIC COMMENT: Committee members introduced themselves to guests. Rob Breymaier introduced himself as the Executive Director of the Oak Park Regional Housing Center. Kimberly Traylor introduced herself as a resident with interests in housing and diversity.

APPROVAL OF MINUTES: Chair Glass asked if there were any changes to the minutes of the July 15, 2015 meeting. Noting no changes, a motion to approve the minutes was made by Mr. Glass and seconded by Ms. Schutzius. The motion passed unanimously.

REQUEST FOR A SINGLE FAMILY REHAB LOAN, SFR-063: Andrew Williams-Clark reviewed the loan summary, measures taken to verify household income, and the housing code deficiencies that will be corrected as a result of the loan. Chair Glass raised a question about the use of market comparable values as opposed to County Assessor data as the basis of the home value identified in the loan materials. The program guidelines allow staff the option to use either one. Mr. Glass also raised a concern about the origin of the comps and if the realtor providing them had any relationship with the Village. Ms. Grossman responded that the realtor was identified by the homeowner and that staff is not aware of any relationship with the Village. Other committee members discussed the specifications of the rehabilitation project. Mr. Glass made a motion to recommend Village Board approval of the loan with a sentence added to the summary to reflect that the homeowner selected the Realtor that generated the comps used to identify the value of the home. Ms. Girdwood seconded the motion.

ROLL CALL VOTE: Trisha Girdwood Aye
Debbey Macey Absent
Catharine Schutzius Aye
Chair Glass Aye

The motion passed.

DISCUSS AND RECOMMEND CHANGES TO CURRENT MULTIFAMILY INCENTIVES

PROGRAM (MFIP) GUIDELINES: Andrew Williams-Clark reviewed the existing MFIP program guidelines and proposed several changes that reflect staff input and HPAC discussions in January and February. These changes included 1) reducing the time within which grant funds must be expended from three years to one year, 2) reducing the time after which currently funded buildings may re-apply for grant funds from three years to one year, 3) allowing building owners that apply for and receive subsequent grants during the initial three year Marketing Services Agreement (MSA) period to have the subsequent MSA period run concurrently, 4) considering length of time since receipt of the last grant as a criteria for selection, 5) considering performance on projects funded through prior MFIP grants, including timeliness of project completion, as a criteria for selection, 6) considering accessibility as a component of marketability and livability in the evaluation of grant requests, and 7) changing language in the guidelines to reflect the Village's current departmental structure. Committee members discussed and agreed that these changes were positive. The Oak Park Residence Corporation submitted a comment by email noting that the current match requirements of the grant program were too onerous. Members requested a staff review and discussion of the rental reimbursement and marketing services agreement (MSA) only components of the guidelines in 2016. Rob Breymaier requested that the committee consider recommending that staff be allowed to approve of MSA only grants without Board approval. Mr. Glass moved to recommend Village Board approval of the changes to the MFIP program as presented with the addition of a sentence continuing the current requirement for matching funds. Ms. Girdwood seconded the motion.

ROLL CALL VOTE: Trisha Girdwood Aye
Debbey Macey Absent
Catharine Schutzius Aye
Chair Glass Aye

The motion passed.

Other Business: Chair Glass added that the committee should discuss adding participation of multifamily buildings in the Village's Smoke Free program to the MFIP selection or evaluation criteria in the coming year.

ADJOURNMENT: Meeting adjourned at 7:55 p.m.

Respectfully submitted,
Andrew Williams-Clark, Staff Liaison