

Minutes of Meeting
HOUSING PROGRAMS ADVISORY COMMITTEE
Village of Oak Park
October 19, 2022
7:00 pm – Zoom Platform Remote Meeting

CALL TO ORDER: The meeting was officially called to order at 7:06 p.m. by Chairperson, Dominic Tocci

ROLL CALL:

PRESENT: Dominic Tocci (Chair), Jonathan Burch, and Drew Williams-Clark

ABSENT: Keith Spencer, Juanta Griffin and two vacancies

STAFF PRESENT: Jeffrey J. Prior (staff liaison)

PUBLIC PRESENT: None

REVIEW AND APPROVAL OF MEETING AGENDA: Mr. Drew Williams-Clark moved to approve the agenda. Mr. Jonathan Burch seconded the motion, which passed unanimously.

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

APPROVAL OF MINUTES: Mr. Jonathan Burch moved to approve the September 30, 2022 meeting minutes. Mr. Drew Williams-Clark seconded the motion, which passed unanimously.

AFFORDABLE HOUSING TRUST FUND: Mr. Prior presented an overview of the timeline for the affordable housing trust fund and reviewed the ordinance which created the Housing Trust Fund, including the responsibilities assigned and given to HPAC. The criteria for the applications was also reviewed.

A discussion was held regarding the procedure and process to be used to evaluate the applicants. Mr. Drew Williams-Clark recommended that questions for the applicants be formulated and recommended that each applicant be invited back to HPAC for a presentation of their projects. He further proposed that only one-third of the total funding be recommended and that each applicant reports back on their projects.

Mr. Burch voiced his opinion that he would like to know from the project applicants why they choose the projects they did and how it is most important for the Village to spend the funds for their project as opposed to a different project. He believed that these types of questions are the more helpful since this is where the discussion will be held by HPAC.

A further discussion was held pertaining to the amount to which to allocate for this year and future years along with a reporting process for the applicants.

Chair Tocci discussed the meta process to evaluate the projects. This led to a consensus of HPAC to propose to hold one meeting in November for the project presentations followed by another meeting in November for the discussion of the projects with Board recommendations. A format was agreed upon for a 7 minute presentation followed by a 10 minute question and answer period. The dates of November 16th for the presentation with a special HPAC meeting on November 30th was agreed upon.

The following questions were agreed upon in substance to present to the applicants for their presentation:

- Provide a brief summary of the project
- Why did you choose the category of the eligible activity you chose?
- Why is that category the most important for the Village to award the use of funds?
- How does the project respond to the listed criteria priority or other needs of the community?

A request was made to have for the second meeting a brief summary of the amount of funding each applicant receives or has received from the Village.

2023 HPAC WORKPLAN: A review of the previous HPAC workplan was completed. The members made recommendations to the current workplan and changes were made. Mr. Drew Williams Clark moved to accept the 2023 Workplan. Mr. Jonathan Burch seconded the motion, which passed unanimously.

2023 MULTI-FAMILY HOUSING INCENTIVES PROGRAM: Mr. Prior reviewed the timeline for the MFHIP asking if any changes needed to be made to the guidelines. It was decided to bring any changes to the guidelines to the November 30th meeting. A timeline of having the applications due was tentatively agreed upon for January. A possible change mentioned to the guidelines was to have it written that HPAC members attend the project walkthroughs.

OTHER BUSINESS: Mr. Prior informed members that the meeting request about sustainability was being moved to January to accommodate schedules.

ADJOURNMENT: Mr. Johnathan Burch moved to adjourn the meeting at 8:28 p.m. Mr. Drew Williams-Clark seconded the motion, which carried unanimously.

Respectfully submitted,
Jeffrey J. Prior, Staff Liaison