

Not yet Approved Minutes of Regular Monthly Meeting
HOUSING PROGRAMS ADVISORY COMMITTEE
Village of Oak Park
March 21, 2018
7:00 pm – Room 215

CALL TO ORDER: The meeting was officially called to order at 7:08 pm by Chairperson, Dominic Tocci

ROLL CALL:

PRESENT: Dominic Tocci (Chair), Frank FioRito, Mary Mauney, Debby Macey, Trisha Girdwood

ABSENT: Two vacancies

STAFF PRESENT: Dawn Stockmo (staff liaison)

PUBLIC PRESENT: David Kralik, Oak Park Housing Authority Board Chair

REVIEW AND APPROVAL OF MEETING AGENDA: Mr. FioRito moved to approve the agenda; Ms. Mauney seconded the motion, which passed unanimously.

NON-AGENDA PUBLIC COMMENT: David Kralik explained the difference between the Oak Park Housing Authority and the Oak Park Residence Corporation. He expressed the interest on the part of the Housing Authority board members to attend the HPAC meeting when the Affordable Housing proposals will be presented.

APPROVAL OF MINUTES: Ms. Mauney moved to approve the February 21, 2018 meeting minutes without change. Ms. Macey seconded the motion, which passed unanimously.

AFFORDABLE HOUSING PROPOSALS

The presentations for the Affordable Housing Fund will be scheduled for the April HPAC meeting. Because of quorum issues, HPAC members asked that the meeting be rescheduled to April 25. Due to the anticipated public attendance the meeting will be moved to a larger room.

SMALL RENTAL PROGRAM LOAN APPROVAL

Ms. Stockmo provided an overview of the loan application to the committee. The Small Rental Rehabilitation Loan Program is open to rental buildings with seven or fewer units. The Program has two major purposes: 1) upgrade the physical conditions of small rental buildings; and 2) expand the housing choices of renters to encourage economic and racial diversity. The Program has two types of assistance: 1) forgivable loans which are limited to \$5,000 per unit; and 2) a Marketing Services Agreement for the Oak Park Regional Housing Center to affirmatively market the units in the building. In exchange for the forgivable loan funds, owners agree to match the loan funds by 25% and to rent at least 51% of their units to households earning at or below 80% of the Area Median Income (AMI)

SRP-035 is a three unit multi-use, multi-family building located at 501-505 Madison Avenue. As required by CDBG regulations, two rental households qualify as low income. A lead inspection and risk assessment were not required since the total federal funding is limited to \$5,000 per unit. Lead safe work practices will be used for all work that disturbs painted surfaces. The Small Rental Properties Rehab Loan Program has no equity requirement. The Loans are forgiven after a short time, in this case two years. The owners have committed to paying all costs beyond the \$15,000 Village loan amount. Including a 5% contingency and the total project cost, the owner's contribution will be no less than \$4,825. The estimated total project cost is estimated to be \$19,825 including a 5% contingency.

The rehabilitation loan will be used to install a SPF (Sprayed Polyurethane Foam) roof system over the existing roof. The entire roof will have a 20MIL coating of white silicone applied to protect the foam and create a monolithic waterproof barrier over the whole roof. Another smaller area of roofing adjacent to the back porch will have an elastomeric coating applied with a colored aggregate to further the lifespan of the existing roofing in that area. All repairs will take place on the exterior roof of the property, should not require admittance into the apartments or businesses, and will not alter the appearance of the building.

This project was put out to bid in compliance with federal guidelines. Two bids were received. The building owner selected Crowder Coating & Foam, Inc. to receive the contract. This was the lowest bid and it fell within the cost floor and ceiling established by the program manual. Ms. Girdwood moved to recommend Board approval of SRP-035. The motion was seconded by Ms. Macey and the roll was called.

ROLL CALL VOTE:	Frank FioRito	AYE
	Trisha Girdwood	AYE
	Debby Macey	AYE
	Mary Mauney	AYE
	Dominic Tocci	AYE

UPDATES

March 24 Rain Ready event at Oak Park Conservatory – 10-11:30am
A Day in Our Village – June 3

OTHER BUSINESS

N/A

ADJOURNMENT: Ms. Mauney moved to adjourn the meeting at 8:014pm. Ms. Macey seconded the motion, which carried unanimously.

Respectfully submitted,
Dawn Stockmo, Staff Liaison