

Southwest Home Equity Assurance Program
BOARD MEETING MINUTES
October 6, 2025

CALL TO ORDER

Chairman Koczwara began the Board Meeting at 7:00 pm. He asked Commissioner Tully to take roll call.

COMMISSIONERS IN ATTENDANCE

Chris Koczwara
John Kurtovich
Ray Nice
John Tully

ALSO PRESENT

Elsa Bekele, CPA
Victoria Gaspar, Executive Director

APPROVAL OF MINUTES

Chairman Koczwara introduced the Approval of Minutes from August 4th. Seeing that there were not any questions, Chairman Koczwara asked for a motion. Vice Chairman Kurtovich made a motion to approve the minutes as presented from August. The motion was second by Commissioner Tully. All in favor voted “aye”. The minutes from August 4th passed unanimously.

FINANCIAL REPORT

Chairman Koczwara introduced the Financial Report and deferred to Commissioner Nice. Commissioner Nice deferred to Ms. Bekele. Ms. Bekele began the Financial Report by reviewing the profit-and-loss statement. She explained that because the county has yet to send out the bill, the program has not received income from the property taxes. However, everything is still in line with the budget and will continue to do so with timing. She reviewed the expenses and deficit. Again, she assured the Board that the only significant variance was due to the property taxes and that we should receive them by the next board meeting. She asked the Board if they had any questions. Seeing that there were none, she began to review the balance sheet. Ms. Bekele noted that the cash and investments were strong. She also highlighted the liabilities as well. She asked

the Board if they had any questions. Seeing that there were none, Chairman Koczwara asked the Board if there was a motion to accept. Commissioner Tully made a motion. Vice Chairman Kurtovich second the motion. The Financial Report presented was accepted.

CHAIRMAN TIME

Under Chairman Time, Chairman Koczwara notified the Board of a “Thank You” letter that was received for a donation for the “National Night Out” from the West Lawn community. A small conversation ensued about the “National Night Out.”

EXECUTIVE DIRECTORS REPORT

Ms. Gaspar began her Executive Directors Report by informing the Board about the postcard went out in September and that the office has been busy very since. She explained that in just one month, the program garnered 23 registrations with several still pending. She reviewed a graph to the Board that showed the uptick in registrations as marketing is mailed out. She highlighted that there were 140 registrations for the year and 295 open home improvement loans. Ms. Gaspar continued to explain that Program 1 from the Home Improvement Loan Program is still the most popular. Finally, the third graph that Ms. Gaspar reviewed showed the distribution of members among zip codes. The Board appreciated the visuals presented. Ms. Gaspar then informed the Board about a marketing opportunity that came about to collaborate with a local gym in Gage Park. The Board discussed the marketing collaboration and if it was needed. Ms. Gaspar told the Board that she would email them details about the collaboration. The discussion will be tabled at this time. To conclude her report, Ms. Gaspar summarized past events that included the National Night Out, Marquette Bank Golf outing, West Lawn Senior Fair and a Cook County Assessor’s event. She also explained that the office took part in National Fire Prevention Week by offering fire prevention gifts to new members. Ms. Gaspar also informed the Board of a Department of Housing event that she will be attending in Gage Park as well as a Homebuyer Workshop with the Greater Southwest Development Corporation and McKinley Park Civic Association event in November. Ms. Gaspar even shared that she already has an event planned for next year at the Garfield Ridge Public Library. She explained that it has been very busy with good momentum right now and lots of partnership opportunities for the future. Following that, she commended everyone for the positive reception the program has been receiving from the consistent increase in registration to the recognition by other organizations and partners. “It’s evident by how many people are constantly seeking this out”, Ms. Gaspar said.

NEW BUSINESS

Ms. Gaspar informed the Board on the Flood Mitigation Program that the Northwest Home Equity Assurance Program has begun to implement. There was a brief conversation on how that would work. Ms. Gaspar offered to create a document that would include examples of what SWHEAP may want to consider. Ms. Gaspar mentioned that this type of program would not only benefit the current owner but also the future owner as well, given that the structure will be well maintained and protected from flooding.

Ms. Gaspar notified the Board of the 3 bids to replace the iron fence panel. She informed the Board of all 3 bids. She proposed to proceed with A&M Fence because they were quick to respond and visited the office. There was a discussion regarding the other bids. Ms. Gaspar noted

that the other companies sent their quotes via email and did not physically come out to see the fence issue. Chairman Koczwarra mentioned that if these companies do not want to physically inspect then he is okay to go with first bid as well. Vice Chairman Kurtovich asked about A&M Fence's BBB accreditation. Ms. Gaspar mentioned that staff typically selects companies from BBB.org. Commissioner Tully made a motion to accept the first bid. Vice Chairman Kurtovich second the motion. It passed unanimously.

OLD BUSINESS

Ms. Gaspar informed the Board that the tree was removed, and everything went well. Vice Chairman Kurtovich also attested at how quickly everything was done as well as the cleanliness that was left. Lastly, Ms. Gaspar swiftly mentioned that she is working on the tree and sidewalk share program and that it would mirror something like a rebate. She will keep the Board posted.

ADJOURNMENT

Chairman Koczwarra asked if there was a motion to adjourn. Vice Chairman Kurtovich made a motion to adjourn. Commissioner Nice second the motion to adjourn. It passed unanimously. Next meeting would be December 8Th.