

Tenant and Landlord Commission Meeting Minutes

Wednesday, March 10, 2010

Meeting was held on March 10, 2010 at 6:30 p.m. in Room 1301B of the Village Hall.

Present: Commander Karen Miller (Addison Police Department), Sergeant Doug Olson (Addison Police Department), Officer Monroy (Addison Police Department), Clerk Mary Heneghan (Addison Police Department); John Berley (Community Development), Ron Zaylik (Community Development); Commission Members Diane Gosling, Megan Johnson, Mark Lantrip, Toni Leventis, Bill Lopiccolo, and David McNulty; and five property owners.

1. Call to Order

The meeting was called to order by John Berley. He welcomed the Commission members and the attendees and thanked them for their participation.

2. Roll Call

The sign in sheet was distributed to all in attendance to fill out.

3. Approval of the Minutes

John Berley asked for a motion to approve the minutes from the February 10, 2010 meeting, which was approved by Mark Lantrip and seconded by Toni Leventis.

4. New Business

A. Pebble Ridge Parking Policy

- Mark Lantrip brought up a concern regarding parking spaces at 667 N. Swift Road. Tenants are complaining about not enough parking spots per unit. Per John Berley and Ron Zaylik, this is not an issue that the Village typically gets involved with. Other Commission members reviewed their parking and towing policies, including providing stickers for each unit and having guests call in their cars to avoid being towed.

B. Crime Free Multi-Housing

- As requested by Mayor Hartwig at last month's meeting, Commander Miller provided an update on the Crime Free Multi-Housing Program. To summarize, 239 property owners/managers have attended the mandatory CFMH class, with 88 owners still required to attend. Seventeen classes have been held to date, with many positive reviews received. A schedule of upcoming classes was distributed, as requested by Mark Lantrip, and it was encouraged for tenants to attend if they are interested.
- Commander Miller also reviewed the process of sending out contact card information to property owners, as was first suggested by the Commission. This process has been very successful and is a great tool to provide information to owners about what is occurring at their properties.
- The planning process has begun for a training program for owners who rent out single units or homes, and Commander Miller proposed having the Commission suggest topics to cover for these owners. This will be added to next month's agenda.
- Lastly, Commander Miller reviewed each Commission Member's status with the Crime Free Program. She encouraged all members to become fully certified and set an example for all property owners.

5. Old Business

A. Consideration of Amending the Village of Addison Code regarding Housing Standards

- Ron Zaylik stated that after discussing the proposed changes to the structure of fees for residential licenses with the Village attorney, some revisions have been made. Here are the revised suggested changes:
 - Very Good grade: No additional inspections required unless violations were identified and then a no-charge re-inspection would be conducted.
 - Satisfactory grade: Re-inspection required for violations found during the annual inspection, and the owner will be charged for this inspection. One exterior only inspection will be required, and the owner will be charged for this inspection.
 - Unsatisfactory grade: Re-inspection required for violations found during the annual inspection, and the owner will be charged for this inspection. Two exterior only inspections will be required, and the owner will be charged for these inspections. Also, these sites would be required to have a semi-annual inspection (or another complete annual inspection), and the owner will be charged for this inspection. This semi-annual inspection will be an inspection for all areas, not only the areas noted to be in violation at the time of the annual inspection.
 - Very Unsatisfactory grade: This category has been eliminated.

6. Audience Participation

- Bill Lopiccolo discussed his procedure of asking tenants to voluntarily terminate their lease if he becomes aware of illegal drug activity occurring at their unit. He also brought up the Safe Homes Act, which allows tenants who are the victim of sexual or domestic violence to vacate their housing and terminate their lease early.
- David McNulty discussed his concern about the grass that was destroyed over the winter due to the bobcats removing snow. He is concerned about being penalized during his inspection if he cannot get the association to comply in planting seed. Ron Zaylik explained that if he was to receive a violation, he can appeal it in writing within ten days, explaining the circumstances and requesting more time to comply.

7. Agenda for next meeting

- The next meeting is scheduled for Wednesday, April 14, 2010 at 6:30 p.m.
- John Berley stated that at that meeting they can start reviewing the code manual, code by code, to address any issues and to work on achieving more uniformity among the inspectors. (Housing manual will need to be brought to the meeting.) The Commission members will bring copies of checklists used in other towns to be reviewed and considered.
- The agenda will be sent out to the Commission members one week prior to the meeting. Any questions on the agenda can be addressed to the Community Development Department at 630-693-7530 or emailed to Ron Zaylik at RZaylik@addison-il.org.

8. Adjournment

- At 7:50 p.m., John Berley asked for a motion to adjourn the meeting, which was approved by Megan Johnson.