

PROPERTY ENHANCEMENT COMMITTEE
Landlord Managers Meeting
MEETING MINUTES
January 25, 2023

Present: Chair Bill Schmidt, Trustee Chester Pojack, Jim Hilborn, Paul Gasieki

Also Present: *Staff liaison:* Steve Kalish; Tom Bialas

Absent: Trustee Mohammed Siddiqi (Excused)

Chair Bill Schmidt called the meeting to order at 6:30 PM.

Minutes

The October 26, 2022 minutes were approved.

Discussion Items: Landlord Mangers Meeting

- Rental Property Crime Prevention Program Review – Licensing and Inspection Ordinances (Rental Property Crime Prevention Partnership Manual Chapter 1). Assistant to the Director Bialas and Lead Code Enforcement Officer Kalish provided a presentation and discussed the Single Family, Multi-Family Dwelling (Apartments) and Multi-Family Dwelling (Condominiums) sections established in Title 10, Chapter 14 of the Village Code. Topics includes licensing requirements, application submission, fees, terms, renewal, enforcement and penalties associated with properties included in the Program.
- 2023 Rental License Renewal. Assistant to the Director Bialas presented a brief review of the 2023 Rental License renewal. The renewal payment and form requirements were discussed. Owners were reminded scheduling of needed inspections was done after the renewal paperwork and payment have been received at Community Development. A reminder was given that incomplete paperwork and or no payment submitted by the February 1, 2023 due date will result in late fees accruing. Continued non-compliance could result in enforcement against ownership.

Topic of Discussion – Miscellaneous Discussion by Committee

- No items were raised for discussion.

Next Meeting:

- The next Property Enhancement Committee Meeting will be February 22, 2023 at 6:30 in the Floyd Brown Room at Village Hall.
- The next Property Enhancement Committee Meeting with the Landlord/Managers Meeting will be April 26, 2023 at 6:30 pm in the Council Chamber at Village Hall.

Adjourn: Chair Bill Schmidt adjourned the meeting at 7:27 PM.