

# **PROPERTY ENHANCEMENT COMMITTEE**

## **MEETING MINUTES**

### **March 22, 2017**

Members:

Present: Chair Bill Schmidt, Bill Burger, Sandy Gresak, Paul Gasiiecki, Jim Hilborn, Syed Razvi, Mohammed Siddiqi, Don Williams

Also Present: *Staff liaison:* Steve Kalish, Tom Bialas, Chester Pojack  
See attached sign is sheet of attendees.

Chairman Schmidt called the meeting to order at 6:30 PM. The Chairman introduced the Committee members, including the newest mayoral appointees: Paul Gasiiecki, Syed Razvi, Mohammed Siddiqi and Don Williams.

#### **Minutes**

The February 22<sup>nd</sup>, 2017 minutes were approved as corrected.  
(Date corrected at top of page.)

#### **Discussion Items: Presentation**

Chairman Schmidt introduced Steve Kalish and Tom Bialas of the Community Development Department for the Citizens Code Academy presentation.

PowerPoint presentation and discussion regarding the Glendale Heights real estate transfer tax requirements and the process to purchase the stamps to comply with the ordinance took place. Copies of the Real Estate Transfer Tax ordinance: Title 3, Chapter 2, Article H and the Transfer of Real Estate Inspection ordinance – Title 10, Chapter 14, Article C, were provided to attendees. (See the corresponding PowerPoint presentation print out and accompanying handouts.)

Other than general questions regarding the presentation, the following items were also discussed:

Javier Guzman, a Realtor/Property Owner, expressed appreciation for the inspection process from both the view of a realtor and a property owner. He complemented the Village efforts, noting that the process definitely benefitted the buyer and the seller. He commented that there were realtors he has conversed with who do not like the program. Mr. Guzman found that the inspections helped the new residents of the inspected homes. He also complemented the inspectors' efforts during the inspections. Steve Kalish and Tom Bialas discussed the efforts to improve on inspections and standardization of the inspection report. Mr. Guzman commented that the availability of the inspection report on the Village website was very helpful for sellers to see what will be inspected before the actual inspection occurs.

#### **Topic of Discussion – Miscellaneous Discussion by Committee**

1. Steve Kalish provided Bill Berger an update on concerns about possible garbage can violations occurring in the east area of Armitage Avenue. Steve Kalish reported violation notices were issued when investigated by an inspector after the information was provided at the last Property Enhancement meeting. Mr. Burger indicated some of the same violations were occurring again based on his own observations. Steve Kalish explained the garbage ordinance requirements. Kalish advised an inspector would be assigned to check the area of Mr. Burgers concern for on-going violations.

2. Mr. Pojack commented that garbage complaints can also be an indication of overcrowding of a residence when garbage is consistently overflowing. Tom Bialas pointed out that overcrowding could affect a home, its residents and the neighborhood. Potential hazards to occupants increase as the ability of the home are over taxed due to the overcrowding. Steve Kalish advised that the Community Development Department investigates concerns of overcrowding. Mr. Pojack encouraged the Committee and the public to report concerns of overcrowding.
3. Mr. Guzman inquired about other code enforcement activities of the inspectors beyond the inspections for real estate transfers and the rental program. Tom Bialas expressed that code enforcement efforts are worked into the inspector's daily activity in an effort to do code enforcement while performing the other duties related to the inspections. Chester Pojack commented that information for members of the Committee and the community were always welcome when property maintenance issues are a concern. Steve Kalish discussed that when complaints are received at Community Development, a service request is completed and the matter investigated by one of the Code Enforcement Officers. Chairman Schmidt reminded the attendees that, in addition to calling in complaints on the phone to Community Development, the Village provides internet accessibility for residents to forward their concerns. Service requests can be emailed in from the Village webpage. Chairman Schmidt expressed the importance of reporting issues, as the problems noted could be hazardous and place people's safety at risk. He added that the report filed could possibly save someone from injury or death.

**Next Meeting:** April 26, 2017 at 6:30 PM. – regular Property Enhancement Meeting.

May 24, 2017 at 6:30 PM. – the next Landlord Manager Meeting at the Property Enhancement Meeting.

**Adjourn:** The meeting was adjourned by Chairman Schmidt at 7:37 PM.