

**PROPERTY ENHANCEMENT COMMITTEE**  
**Landlord Managers**  
**MEETING MINUTES**  
**August 25, 2021**

Present: Chair Bill Schmidt, Jim Hilborn, Trustee Mohammed Siddiqi, Paul Gasiiecki

Also Present: *Staff liaison:* Assistant to the Director (AtD.) Tom Bialas, Lead Code Enforcement Officer (LCEO) Steve Kalish, Trustee Chester Pojack

Absent: Syed Razvi

Chairman Schmidt called the meeting to order at 6:35 PM.

**Minutes**

The June 23, 2021 minutes were approved.

**Discussion Items: Landlord Managers Meeting**

- AtD. Tom Bialas and LCEO Steve Kalish discussed crime prevention through property maintenance and environmental design.
  - Discussion included establishing and maintaining property with crime prevention as a goal by creating an environment that is uninviting to criminal behavior. Items included the following.
    - Maintain good curb appeal with exterior maintenance to avoid appearance that ownership is unconcerned with what is happening at a property.
    - Maintain the interior and be responsive to repairs of wall, floors, lights and appliances. Not keeping up with repairs sends a signal to tenants that they also do not have to perform routine maintenance or report problems to owners.
    - Maintaining inside and out will provide a quality living space for current occupants and project a positive image when owners are looking for new tenants. Tenants remember the first impression when seeking a safe place to live and deciding if it is right for them.
    - Implementing strategies associated with the theory of “Crime Prevention Through Environmental Design” can help owners deter criminal activity at their properties and increase safety for their tenants and guests.
      - “Surveillance” – the idea that occupants can see what is going on outside allowing suspicious behavior to be observed and reported as needed. It also refers to the public being able to see activity that might occur at the property. Trimmed bushes and trees, good lighting, and removal of rubbish piles allows for good surveillance. The goal is to increase the chances that criminal activity will be deterred by the knowledge that occupants and neighbors could easily notice such activity.
      - “Access Control” – the limiting of access to a property in a positive manner providing safe access for residents and guests. Clearly identified ways to enter a property with signage or proper labeling of entrances safely guides tenants and guest to and from buildings. Eliminate unwanted paths of entry like holes in fences or open access paths through land to send the signal that only authorized access is allowed.
      - “Territoriality” – creating a positive image of property that lets people know the boundaries. Maintained fences and planting landscaping related to a property helps to establish a property’s area sending the message to respect the property boundary.

- “Activity Support” – having things to do on the property and in the community that promote legitimate use by tenants while discouraging unwanted patrons. Private play sets, area parks with playgrounds, Village accessible programs like at the Sports Hub and Senior Center provide a positive support system for tenants. Owners should promote such activities to prospective tenants.
- “Maintenance”- an essential component of crime prevention. Maintaining property and maintaining supervision of that property present an inviting image for tenants and neighbors. Keeping up property establishes a sense of pride in not only the property, but also the neighborhood and community. Owners collaborating with tenants, neighbors and the community at large enhances crime prevention, which in turn maintains property values and public safety.
- Remembering that a rental property is not just an investment, but also a safe and secure place someone calls home.

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

- Member Jim Hilborn mentioned that a property in the 100 block of E. Altgeld Avenue might be tapping into an electrical poll off the back yard. LEO Kalish obtained the information for investigation.

**Next Meeting:**

- The next Property Enhancement Committee Meeting is scheduled for September 22, 2021 at 6:30 pm in the Floyd Brown Room at Village Hall.
- The next Property Enhancement Committee Meeting will include a Landlord/Managers Meeting scheduled for October 27, 2021 at 6:30 pm in the Council Chamber at Village Hall.

**Adjourn:** Chairman Schmidt adjourned the meeting at 7:23 PM.