

City of Naperville

*400 S. Eagle Street
Naperville, IL 60540*



Naperville

Meeting Minutes

Monday, July 8, 2019

6:30 PM

Meeting Room A

Housing Advisory Commission

A. CALL TO ORDER:

Chairman James Bernicky called the meeting to order at 6:32 p.m.

B. ROLL CALL:

Also Present: Ruth Broder, Community Planner/Community Grants Coordinator; Scott Williams, Community Planner; Hannah Mondel, Student Representative

Present 9 - James Bernicky, Linda Kuhn, Steve Lakner, Linda Wilhelm, Mark Rice, Shree Gurusamy, Patrick Kelly, Bradford Miller, and Brian Palm

Excused 1 - Mercedes Haber-Kovach

C. PUBLIC FORUM:

Seven members of the public attended the meeting, but none volunteered to speak.

D. OLD BUSINESS:

1. Receive the report on the HOMES Technical Assistance Project Focus Group and direct staff accordingly

Attachments: [Naperville HOMES Ppt.pdf](#)

Commissioner Lakner gave a brief summary of the HOMES Technical Assistance Project focus group and complimented the HOMES technical assistance team for their running of the meeting. Staff Liaison Broder stated that the team had outlined four crucial housing focus areas based on the housing data analysis and the comments made at the focus group. The four areas are: 1) Rental Housing Affordability, 2) Homeownership Affordability and Preservation of Existing Affordable Housing, 3) Housing Diversity, and 4) Senior Housing/Aging in Place.

The next step is to set a date for the original group that attended the Kick-Off Meeting (Mayor, City Manager, TED and City Clerk's Office staff and Commissioners Lakner and Rice) to meet with a panel of experts from other municipalities and organizations with expertise in the four issue areas. The panelists they have suggested are The Village of Highland Park, The City of Evanston, AARP Illinois and Community Partners for Affordable Housing. All of these organizations have expertise in multi-family housing, senior housing and affordable housing preservation. Other invitees may include housing commissioners from the two municipalities.

The HOMES team had suggested either July 29th or a weekday between August 20 - August 29. Both Commission Lakner and Commissioner Rice are

unable to attend on July 29th, but would be available for any of the August dates. Ms. Broder will check with the HOMES team to determine the best date for all participants.

E. NEW BUSINESS:


1. Introduction of newly appointed Housing Advisory Commissioners Miller and Palm

Chairman Bernicky recognized the two new Commissioners, Bradford Miller and Brian Palm. Commissioners Miller and Palm briefly introduced themselves and described their professional backgrounds in housing and real estate.

F. REPORTS:

1. Receive the updated report on the Analysis of Impediments to Fair Housing Choice (AI) and direct staff accordingly


Attachments: [AI Action Plan Progress Report.pdf](#)

Chairman Bernicky made a motion, seconded by Commissioner Rice, that the Commission continue to focus on fair housing training, fair housing complaint procedures, and affordable housing planning and program development during the coming year. The motion was approved unanimously. 

Aye: 8 - Bernicky, Kuhn, Lakner, Wilhelm, Rice, Gurusamy, Kelly, Miller, and Palm

Excused: 1 - Haber-Kovach

Action Item 1C: Fair Housing Training - Commissioner Rice attended the May 23rd Naperville Crime-Free Multi-Housing Program Management Training conducted by Officer Julie Smith of the Naperville Police Department and provided a written report on the program. He was impressed with the information provided and recommended that the Commission continue to work with Officer Smith on additional training for both landlords/property managers and tenants. Commissioner Palm asked who was included in the definition of property manager. We should make sure to include anyone with rental or leasing responsibility because not all are titled as "property managers." Many organizations would like to provide this type of education and might be willing to partner with us. Palm and Commissioner Wilhelm volunteered to continue working with Officer Smith on training.

Commissioner Bernicky made a motion, seconded by Commissioner Lakner to appoint Commissioners Palm and Wilhelm as liaisons to the Police Department Crime-Free Multi-Housing Program. The motion was approved unanimously. 

Action Items 1E/1F: Fair Housing Complaint Process - Senior Assistant City Attorney Kristen Foley is preparing a report on how the housing discrimination complaint process should be tweaked. She plans to present this report to the Commission in September.

Action Items 3A: Housing Needs Assessment/Affordable Housing Plan - The Request for Proposals for a Housing Needs Assessment/Affordable Housing Plan was released with a deadline of June 20. The City received two proposals which are being reviewed by the review committee. The committee will meet July 10 to score the proposals. Interviews will be scheduled for the end of the month with goal of awarding the contract in late August/Early September. Commissioner Miller and Staff Liaison Broder are representing the Commission on the review team.

Action Items 3B/3C/3D: Comprehensive Master Plan Update - A workshop for the City Council and Boards and Commissions was held on July 24. Councilman Kelly and Commissioners Kuhn and Rice attended the workshop. Councilman Kelly and Commissioner Rice noted that affordable housing was voted the number 1 issue at the workshop. The 5th Avenue Development Project Commissioner, which includes an affordable housing component, was ranked #2. Commissioner Rice thanked the commission and public for pushing affordable housing. Both Rice and Commissioner Kuhn and Commissioner Lakner encouraged those attending to complete the consultant questionnaire and toolkit by the July 31st deadline. Both items are available online. Individuals can also submit questions. Councilman Kelly suggested asking the consultant, Houseal & LaVigne to meet with the Commission to discuss the housing elements to be included in the plan.

Commissioner Kuhn made a motion, seconded by Commissioner Wilhelm, to invite the consultant, Houseal & LaVigne, to attend the September Housing Advisory Commission meeting. The motion was approved unanimously.

Commissioner Kuhn emphasized the need to include in-depth analysis in both the Housing Needs Assessment/Affordable Housing Plan. The commissioners also discussed whether any of the Action Items would require funding. Staff Liaison Broder stated that TED is funding the Master Plan Update and that Community Development Block Grant (CDBG) funds are being used for the Housing Needs Assessment/Affordable Housing Plan.

Having completed the reports on the Action Items, Chairman Bernicky made a motion, seconded by Commissioner Rice, that the Commission continue to focus on fair housing training, fair housing complaint procedures, and affordable housing planning and program development during the coming year. The motion was approved unanimously.

Chairman Bernicky asked for final comments. Commissioner Rice asked for his reports to be included in minutes of the meeting.

2. Approve the regular Housing Advisory Commission meeting minutes of May 6, 2019

Attachments: [MeetingMinutes02-Jul-2019-01-22-46.pdf](#)

Commissioner Lakner made a motion, seconded by Chairman Bernicky, to approve the minutes of the May 6, 2019 Housing Advisory Commission Meeting. The motion was approved unanimously.

Aye: 8 - Bernicky, Kuhn, Lakner, Wilhelm, Rice, Gurusamy, Kelly, Miller, and Palm

Excused: 1 - Haber-Kovach

G. ADJOURNMENT:

Chairman Bernicky made a motion, seconded by Commissioner Lakner, to adjourn the regular Housing Advisory Commission Meeting of July 8, 2019 at 7:29 p.m. The motion carried unanimously.

A motion was made by Bernicky, seconded by Lakner, approved. The motion carried by a unanimous vote.

/S/ Ruth Broder
Ruth Broder
Community Planner/Community Grants Coordinator