

**MINUTES OF A REGULAR MEETING OF  
HOUSING COMMISSION  
OF THE CITY OF HIGHLAND PARK, ILLINOIS**

**MEETING DATE:** Wednesday, October 8, 2025

**MEETING LOCATION:** Council Chambers, City Hall, 1707 St. Johns Avenue, Highland Park, IL

**CALL TO ORDER**

At 6:30 p.m., Chairperson Fernandez Sykes called an on-site meeting of the Highland Park Housing Commission, Peers Housing Association, Ravinia Housing Association, and the Sunset Woods Association to order. Each of the Commissioners also serves as Directors of each of the Housing Associations. Public comments may be emailed to [city@hpil.com](mailto:city@hpil.com) or phoned into at 847.432.0867. The City web site is [www.cityhpil.com](http://www.cityhpil.com). Staff was asked to call the roll.

**ROLL CALL**

Commissioners Present: Chairperson Fernandez Sykes; Commissioners Bernstein, Farris, Gonzalez, Rosen, & Shapiro Kopin

Commissioners Absent: Commissioners Beasley

Councilmember Present: Tapia

Student Council Absent: Posner

Staff declared that a quorum was present.

Staff Present: Markle

Guests Present: Irina Leykin, Regional Property Manager/ERES  
William Brown, Board Member/Sunset Woods Association  
Laurie Williams, Founder/CCHI

Others Present: Gale Cerabona, Recorder

**BUSINESS FROM THE PUBLIC**

There was no Business from the Public.

**APPROVAL OF MINUTES**

*Regular Meeting of the Housing Commission – September 10, 2025*

Commissioner Shapiro Kopin moved to approve the September 10, 2025, regular meeting minutes. Commissioner Farris seconded the motion.

On a voice vote:

Voting Yea: Chairperson Fernandez Sykes; Commissioners Bernstein, Farris, Gonzalez, Rosen, & Shapiro Kopin

Voting Nay: None

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Chairperson Fernandez Sykes declared that the motion passed unanimously.

**SCHEDULED BUSINESS**

1. Items for Omnibus Vote Consideration

- Payment of Invoices
- Ratification of Payments

Planner Markle advised there is a \$10 payment to the Secretary of State for Ravinia Housing.

2. Peers, Ravinia, Sunset Woods Associations, & Housing Trust Fund

- Consideration of ERES Management Report and Financials

Ms. Leykin stated budgets are finalized.

*Peers*

Ms. Leykin shared the HUD audit results were satisfactory.

*Ravinia*

Ms. Leykin reminded funds would not be replaced in reserves for roof replacement.

There is one vacant unit which is being prepared.

Commissioner Bernstein said she never saw a HUD repayment plan. Ms. Leykin advised HUD was paying more of a subsidy portion.

Commissioner Shapiro Kopin asked about two evictions. Ms. Leykin said an agreement was submitted to pay in full by a certain date. That date passed, so that unit is available. For the other tenant/unit, there will be no bad debt.

- Sunset Woods Financials

Mr. William Brown, member of Sunset Woods Condominiums Board of Directors, spoke on behalf of and read the Treasurer's comments, and copies were distributed (unique hybrid; 14 rentals, 46 owner-occupied units, excellently maintained). They appeal regarding insurance costs which increased 134%. As it was stated 14 rental units owned by the City are affordable, they became ineligible. The alleged reason for the increase was due to 14 rental units being owned by the City of Highland Park. Owners are having to fund this which creates risk. The deductible is \$25,000 per claim.

Mr. Brown said the Sunset Woods Association Board is requesting that the City of Highland Park pay its fair share. Reimbursements were shared (\$12,811 for 2025). He noted a solution is requested for the future, and the Board wishes to move forward with the City of Highland Park.

- Housing Trust Fund (HTF) Financials

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Commissioner Bernstein asked if there is any update. Planner Markle will defer to Senior Planner Coleman, and advised Accounting is a bit behind.

- Other Association Business

Planner Markle advised there is nothing outstanding.

**OLD BUSINESS**

1. Amendment to Final Inclusionary Housing Application for Townhome Development at 1700 Old Deerfield Road (former Solo Cup site)

Planner Coleman reviewed the amendment:

- October 8, 2025, HC Regular Meeting Second Amendment to Final Inclusionary Housing Plan
  - 227-unit townhome development
- Calculation of Units Required
  - 34 inclusionary units
- Amended Matrix
- Relief Requested (HC Recommendations)
- HC Action

Commissioner Gonzalez noted a typo on Page 8. Planner Markle will correct same.

Commissioner Farris moved to recommend approval to City Council of the Final Inclusionary Plan for 34 inclusionary units and these departures from code:

\*location of units dispersed throughout the development – 150.2150(A)

\*bedroom unit proportional mix – 150.2150 (E)(1)

and recommendation of approval to the PDC and City Council for:

\*\$185,000 payment-in-lieu for the 1 full required inclusionary unit not provided on-site

\*proportion structure to allow unspecified number of rental vs. for-sale units

\*relief for AMI requirement for rental inclusionary units to allow 1/3 of units to be at 45% AMI, 2/3 of units at 60% AMI, and none at 100% AMI

Commissioner Bernstein seconded the motion.

On a roll call vote

Voting Yea: Chairperson Fernandez Sykes; Commissioners Bernstein, Farris, Gonzalez, Rosen, & Shapiro  
Kopin

Voting Nay: None

Chairperson Fernandez Sykes declared that the motion passed unanimously.

2. Resolution Approving a Grant Agreement Between the Housing Commission and The Collaborative Community Housing Initiative/CCHI in partnership with the Housing Opportunity Development Corporation/HODC, for Affordable Housing for Adults with Disabilities at 1651 Richfield Avenue

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Planner Markle noted the Grant Agreement, when presented to City Council, didn't specify square footage of units (the Grant Agreement before the HC specifies 365 square feet). They advised the HC should consider if this floor area is adequate. This consideration was delegated to the HC by City Council.

Planner Markle advised the HC should also consider or indicate if specific unit numbers and locations should be tied to the grant. Planner Markle said this is not required per code, as this is not an inclusionary housing review.

Commissioner Shapiro Kopin asked if there is information on square footage of affordable units and market-rate units. Ms. Williams with CCHI said the sizes are all the same. Planner Markle provided a unit matrix with all unit types and sizes.

Commissioner Bernstein asked how the units are dispersed. Ms. Williams replied there is one on the first floor and two on the second floor, etc.

Commissioner Shapiro Kopin asked how it is guaranteed that affordable units would remain in perpetuity. Ms. Williams responded as it is a coop, the owner has a clause in all documents as well as the grant agreement; same modification and subsidy; goes with the unit.

Planner Markle said Staff spoke with Corporation Counsel, and they are comfortable with the HC signing the document as is or with an amendment. The Applicant would submit updated Grant Agreement exhibits if the HC required an amendment. Planner Markle restated City Council has not seen the unit sizes and this consideration has been delegated to the HC.

Ms. Williams stated, if someone selected another unit, they would want them to have that opportunity; may not want to limit it further.

Commissioner Rosen is in favor of an assurance that these affordable units would be in perpetuity. Planner Markle said Corporation Counsel advised perpetuity is not in jeopardy in any way.

Commissioner Farris said she is glad Corporation Counsel has no issues.

Commissioner Bernstein asked if:

- renovations would begin this month. Ms. Williams said the roof has been replaced. Interiors will be renovated in October, 2025.
- HODC has obtained public support for more units. Ms. Williams said yes, from Lake County.

Commissioner Rosen moved to approve the Grant Agreement, and that the floor area is acceptable. Commissioner Shapiro Kopin seconded the motion.

On a roll call vote

Voting Yea: Chairperson Fernandez Sykes; Commissioners Bernstein, Farris, Gonzalez, Rosen, & Shapiro  
Kopin

Voting Nay: None

Chairperson Fernandez Sykes declared that the motion passed unanimously.

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3. Resolution Approving 2026 Housing Commission Regular Meeting Schedule

Planner Markle advised the HC meeting in April, 2026, is on a Monday rather than on a Wednesday.

Commissioner Rosen moved to approve the Resolution for the 2026 HC Regular Meeting Schedule. Commissioner Farris seconded the motion.

On a roll call vote

Voting Yea: Chairperson Fernandez Sykes; Commissioners Bernstein, Farris, Gonzalez, Rosen, & Shapiro  
Kopin

Voting Nay: None

Senior Planner Markle declared that the motion passed unanimously.

**NEW BUSINESS**

There was no New Business.

**OTHER BUSINESS**

1. 2026 Housing Commission Workplan

Planner Markle asked for any feedback.

Commissioner Shapiro Kopin asked about any new developments. Planner Markle said there are no new applications at this time. They shared there is a pre-application in process.

Commissioner Gonzalez noted a typo of his last name. He asked how the amounts are calculated. Planner Markle deferred to Senior Planner Coleman.

2. Next Housing Commission Meeting, Wednesday, November 5, 2025

Chairperson Fernandez Sykes asked a procedural question about Sunset Woods. Planner Markle said the HC doesn't need to take action at this time.

Councilperson Tapia advised the Park District meeting overlaps with this HC meeting. He asked if there is an item on the agenda where the HC would like him to be present for, to please let him know and place that agenda item at the end of the meeting, so he can juggle both meetings better.

**ADJOURNMENT**

Commissioner Rosen adjourned the meeting at 7:13 p.m.

On a voice vote

Voting Yea: Chairperson Fernandez Sykes; Commissioners Bernstein, Farris, Gonzalez, Rosen, & Shapiro  
Kopin

Voting Nay: None

Respectfully Submitted,

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Gale Cerabona  
Recorder

**MINUTES OF A REGULAR MEETING ON SEPTEMBER 10, 2025, WERE APPROVED WITHOUT  
CORRECTIONS.**