

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

MEETING DATE: Wednesday, December 3, 2025

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

CALL TO ORDER

At 6:30 p.m., Acting Chair Gonzalez 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 or phoned into at 847.432.0867. The City web site is www.cityhpil.com. Staff was asked to call the roll.

ROLL CALL

Commissioners Present: Acting Chair Gonzalez; Commissioners Beasley, Farris, Rosen, & Shapiro Kopin

Commissioners Absent: Chairperson Fernandez Sykes & Commissioner Bernstein

Councilmember Absent: Tapia

Student Council Present: Posner

Staff declared that a quorum was present.

Staff Present: Coleman

Guests Present: Irina Leykin, Regional Property Manager/ERES

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 – November 5, 2025

Commissioner Shapiro Kopin stated, on Page 3 under Sunset Woods, the word retribution should be altered to *reimbursement*.

Commissioner Farris moved to approve the November 5, 2025, regular meeting minutes as amended. Commissioner Shapiro Kopin seconded the motion.

On a voice vote:

Voting Yea: Acting Chair Gonzalez; Commissioners Beasley, Farris, Rosen, & Shapiro Kopin

Voting Nay: None

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Acting Chair Gonzalez declared that the motion passed unanimously.

SCHEDULED BUSINESS

1. Items for Omnibus Vote Consideration

- Payment of Invoices
- Ratification of Payments

Senior Planner Coleman advised there is nothing outstanding.

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

- Consideration of ERES Management Report and Financials

Senior Planner Coleman advised there is nothing outstanding.

- Sunset Woods Financials

Senior Planner Coleman advised there is nothing outstanding.

- Housing Trust Fund (HTF) Financials

Senior Planner Coleman advised there is nothing outstanding.

- Other Association Business

Senior Planner Coleman advised there is nothing outstanding.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

1. Peers – House Rule Change to Consider No-Smoking Policy Change

Senior Planner Coleman illustrated a memo that Evergreen Staff initiated regarding the No-Smoking Policy Change at Peers. He noted, in the past, it was agreed to not place a rule or enforce same. Senior Planner Coleman referred to Page 2 of the document and read language of the rule change.

Ms. Leykin provided verbage used at other properties.

Some HC comments are:

- Commissioner Rosen asked why this is being brought forward now. Ms. Leykin said there have been complaints about second-hand smoking. Air purifiers clear the air but not in their entirety. She noted most of HUD's properties have a No-Smoking Policy in common areas. Tenants do smoke in their units. There is no way to enforce it (cannot evict). This policy will encourage people to not smoke in their unit. They may walk away from the front door to do so.
- Commissioner Beasley asked:
 - where the information on no-smoking is. Ms. Leykin said a device was used to measure smoke. She shared violations and notifications have been given about non-HUD buildings

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- Ms. Leykin explained most ERES-managed buildings have non-smoking policies.
- Commissioner Shapiro Kopin advised Sunset Woods recently declared a non-smoking policy.
- Commissioner Farris noted this provides a deterrent.
- Ms. Leykin stated that Housing Commission (controlling entity) determines what the policy is. She oversees 11 properties, and none allow smoking. She noted Walnut Place had a smoking policy. It is now under consideration to have a non-smoking policy.

- Commissioner Shapiro Kopin said this is beneficial for health reasons.
- Acting Chair Gonzalez asked how elderly or handicapped residents can go outside to smoke. Ms. Leykin advised the City of Highland Park authorizes a place for smoking.
- Commissioner Farris said there is a burden to have an elderly or handicapped person walk 25' from the front door.
- Acting Chair Gonzalez said he is in favor of this new policy, but all aspects should be considered. Ms. Leykin said they need to act on these concerns.
- Commissioner Farris asked, and Senior Planner Coleman responded that this could be continued
- Commissioner Beasley would appreciate the opportunity for Peers residents to come forward and provide feedback on rule change.
- Commissioner Beasley asked if this could apply only to new residents. Ms. Leykin said that would go against the Fair Housing Act.

Senior Planner Coleman reminded this is the first meeting for consideration of this new policy.

Commissioner Shapiro Kopin moved to approve the current proposal for the House Rule Change. Acting Chair Gonzalez seconded the motion.

Commissioner Rosen believes smoking shouldn't be prohibited. He suggested perhaps residents be alerted that there may be a change coming. Commissioner Beasley is concerned about mobility to get to the designated area outside.

On a voice vote:

Voting Yea: Acting Chair Gonzalez & Commissioner Shapiro Kopin

Voting Nay: Commissioners Beasley, Farris, Rosen

Staff declared the motion failed 2-3.

Additional HC comments are:

- Commissioner Farris asked that this topic be on the agenda for the February meeting.
- Commissioner Shapiro Kopin said, regarding cold weather, this is not to evict residents. It's just to recommend smokers go outdoors for a 5-minute smoke.

She recalled there still has to be a policy implemented for evictions.

- Commissioner Beasley reminded there was a precedent not to put this policy in place previously.
- Commissioner Rosen said a policy could happen, but he would like time be given to residents to digest this change. Then he could vote yes in the future.

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- Acting Chair Gonzalez said there are health issues. He asked what other information is necessary.
- Commissioner Farris prefers that ample notice be given to residents. Ms. Leykin said this is food for thought. She explained there would be a process. A minimum of 60 days must be given for a House Rule Change.
- Commissioner Shapiro Kopin said she would like to see the process begin now.
- Commissioner Beasley said minor tweaks could occur, feedback could be given from residents.

Commissioner Beasley moved to continue this matter to the February HC meeting. Acting Chair Gonzalez seconded the motion.

On a voice vote:

Voting Yea: Acting Chair Gonzalez; Commissioners Beasley, Farris, & Rosen

Voting Nay: Commissioner Shapiro Kopin

Staff declared the motion passed 4-1.

Commissioner Shapiro Kopin identified some typos in the House Rule Policy. Ms. Leykin will forward same to the Compliance Department.

2. Approving Peers, Ravinia, & Sunset Woods Association 2026 Budgets

Senior Planner Coleman referred to the agenda packet. He said there isn't much difference from last year.

Some HC comments are:

- Commissioner Shapiro Kopin asked if there is a change in the budget regarding reserve analysis for Ravinia. Ms. Leykin explained the first column/withdrawals and second column. She noted things can change after the auditor's review regarding taking money from reserves. There is a different format for reserves. Ms. Leykin can provide same. Senior Planner Coleman explained the City's formats.
- Commissioner Rosen asked, and Senior Planner Coleman explained the information part is being accumulated. Repairs and expenses will be known further in January, 2026.

Commissioner Farris moved to approve the 2026 budgets for Peers, Ravinia, and Sunset Woods Associations. Commissioner Rosen seconded the motion.

On a roll call vote

Voting Yea: Acting Chair Gonzalez; Commissioners Beasley, Farris, Rosen, & Shapiro Kopin

Voting Nay: None

Acting Chair Gonzalez declared that the motion passed unanimously.

3. Outgoing Commissioner Proclamation – Marcia Bernstein

Senior Planner Coleman said Commissioner Bernstein is not feeling well and couldn't make tonight's meeting. He said she has been serving the HC since 2018 and read the Proclamation.

Commissioner Rosen moved to approve the Proclamation for Commissioner Bernstein. Commissioner Shapiro Kopin seconded the motion.

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On a roll call vote

Voting Yea: Acting Chair Gonzalez; Commissioners Beasley, Farris, Rosen, & Shapiro Kopin

Voting Nay: None

Acting Chair Gonzalez declared that the motion passed unanimously. Senior Planner Coleman stated he would present the Proclamation to Commissioner Bernstein and will ask her to attend January's HC meeting so everyone could say goodbye.

4. Outgoing Commissioner Proclamation – Luis Gonzalez

Senior Planner Coleman read Acting Chair Gonzalez' Proclamation. He said it has been a treat to have him on the HC and wishes him good luck on future endeavors. Acting Chair Gonzalez thanked everyone and reminisced about the early days on the HC.

Commissioner Beasley moved to approve the Proclamation for Acting Chair Gonzalez. Commissioner Farris seconded the motion.

On a roll call vote

Voting Yea: Acting Chair Gonzalez; Commissioners Beasley, Farris, Rosen, & Shapiro Kopin

Voting Nay: None

Acting Chair Gonzalez declared that the motion passed unanimously.

OTHER BUSINESS

1. Next Housing Commission Meeting, Wednesday, January 7, 2026

The next HC Meeting is scheduled for Wednesday, January 7, 2026.

2. Sunset Woods

Commissioner Shapiro Kopin gave a brief update on the meeting on November 18, 2025. She noted no information was raised about insurance reimbursement.

ADJOURNMENT

Commissioner Shapiro Kopin moved to adjourn at 7:24 p.m. Commissioner Beasley seconded the motion.

On a roll call vote

Voting Yea: Acting Chair Gonzalez; Commissioners Beasley, Farris, Rosen, & Shapiro Kopin

Voting Nay: None

Acting Chair Gonzalez declared that the motion passed unanimously.

Respectfully Submitted,
Gale Cerabona, Recorder

MINUTES OF A REGULAR MEETING ON NOVEMBER 5, 2025, WERE APPROVED WITH CORRECTIONS.