

PATRICIA A. GUSTIN



PROFESSIONAL EXPERIENCE:

2015 - Present **Realtor, Charles Rutenberg Realty – Naperville;**

1994- 2015 **Berkshire Hathaway HomeServices- Starck Realtors of Naperville – former Old English Realtors, Naperville, IL (www.pattygustin.com or [LinkedIn.com/pattygustin](https://www.linkedin.com/in/pattygustin))**

Performs every aspect of a real estate transaction from marketing, staging, analyzing current market conditions, preparing documentation required for sale and close, monitor on-site conditions of each property, if required, and hire necessary workman to modify property condition, if need. Market, sell and monitor properties within the relocation system for such entities as Bank of America, etc. when needed. When representing a Seller, I begin with interviewing a potential client, establishing a binding listing contract, start the advertising process by installing signs, preparing flyers, advise clients on preparing home for presentation (if corporate, provide report), write advertisements for printed and internet use, coordinate with central office, conduct open houses. When an offer is received, negotiation begins, obtain a contract acceptable to the parties, coordinate notification to all parties involved or to be involved in the completion of the sale or purchase. When representing a Buyer, an initial interview is conducted, price qualification is established, and search for a desirable home begins. When a home is found a market value is established for the benefit of the Buyer. In all matters, my legal background allows me to assist the client to coordinate and resolve legal issues with counsel. Additional experience includes short sale and foreclosure, Quality Service certified and a Relocation Specialist.

1987-1992 **Paralegal, Federal Deposit Insurance Corporation, Chicago, IL**

Handled FDIC matters responding to discovery, production of documents, disposition of subpoena, retention of outside counsel, automated office management systems, legal research, processing and reference systems. Review, analyze, compile and track all failed bank closing activities for the Chicago Region. Review and proofread closing documents. Prepare ancillary closing documents in anticipation of bid meeting, acceptance and closing. Monitor bank closing transactions and coordinate secretarial work assignments track and prepare reports.

1982-1987 **Paralegal/Secretary, United States Department of Justice (U.S. Attorneys Office), Chicago, IL**

1980-1982 **Secretary, Health, Education and Welfare – Office for Civil Rights Chicago, IL**

EDUCATION & LICENSES:

State of Illinois Department of Banks & Real Estate – Managing Broker License
DePaul University, Chicago, Illinois – Business Organization & Management
Roosevelt University, Chicago, Illinois, - Paralegal Studies
Staging and Interior Design
State Required Continuing Education

AWARDS, RECOGNITIONS & DESIGNATIONS:

National Association of Realtors “Commitment 2 Excellence” recipient
National Association of Realtors “Senior Real Estate Specialist”
Million Dollar Sales recipient
Illinois State Crime Prevention Award
Naperville Professional Firefighter Local 4302
Naperville Sister Cities – Slovakia recognition

SERVICE:

- Member of National Association of Realtors
- Member of Illinois Association of Realtors
- Realtor Government Affairs Board Member
- DuPage Animal Friends Foundation, Board Member
- DuPage County Board Member (2022-2024)
https://www.dupagecounty.gov/government/county_board/gustin.php
- Naperville Sister Cities Foundation Board Vice-President (2023-24) President (2025-present)
- Naperville VFW Auxiliary member (present)
- City Councilwoman for the City of Naperville (2015-2022)
Duties include but are not limited to making decisions about the city, such as adopting budgets, passing laws, and setting policies, introducing and enacting laws, ordinances and resolutions. Setting rates for city taxes, water rates and other services. Approving contracts and bids for city projects. Monitoring city agencies, such as police, fire and public works departments. Review land use and how it is used in the city. Set goals to establish community goals and objectives. Serve as liaison for various boards, commissions and other government entities. Review Mayoral appointments to various boards and commissions. Interact with the media to answer questions and provide comments.
- Naperville Sister Cities (Liaison)
- Naperville Sister Cities Foundation (Vice Chair 2022 – present)
- Naperville Library (Liaison)
- DuPage Water Commissioner (2021-22)
- Naperville Community TV 17 (Liaison)
<https://www.nctv17.org/630-naperville/patty-gustin-reflects-on-years-of-service-as-she-steps-into-new-role/>
- Naperville’s Downtown Advisory Commission (Liaison)
- Dupage Mayor’s & Managers Intergovernmental/Planning Commission (Liaison)
- Planning Commission Chairwoman for the City of Naperville Planning Commission Board (2007-2015)

- Acting- Chair of the Naperville Zoning Board of Appeals (2001-2007)
- Professional Standards/Arbitration Board, Real Estate Association of Western and South Suburban Board Member (1994 - 2006) now Mainstreet Realtors
- Naperville Downtown Advisory Board (Liaison)
- President of the Steperette Color Guard and Parent Organization (2005-2007)
- Lisle Zoning Board of Appeal (1994-1998)
- Lisle Planning Commission (1998-2000)
- Prior Board member of the Green Trails subdivision board
- Prior Board member & President of the Century Farms Homeowners Association
- Member of Naperville Exchange Club- Healing Field- RibFest
- Board Member Healing Field of Honor - Operation Support Our Troops
- Naperville Woman's Club member
- Naperville League of Women Voters
- Cress Creek Garden Club
- Member Senior Celebration (NNHS)

My board experience demonstrates my dedication to community service. As I have performed numerous board hearings including but not limited re-zoning issues, sign issues, annexation issues and various parcel related issues, such as fencing, room additions, etc. for both the Village of Lisle and Naperville. Under Naperville, as Vice Chair of the Zoning Board of Appeal, I streamline each issue up for public hearing, such as timing and structure. As a member of many of these boards, I review the cases, conduct an analysis, consider the testimony then solve problems and make the final recommendation of that case.

In the capacity of Homeowner Association board members, tasks include review of common areas, reserve study reports, review of management company activities, including but not limited to accounting, insurance, maintenance, resident call issues and other matters as needed.