

**CALL TO ORDER**

President Miller calls to order the Village of East Dundee Regular Board Meeting at 6:00 p.m.

**ROLL CALL:**

Trustees Lynam, Selep, Wood, Hall, Mahony, Andresen and President Miller.

Also in attendance Administrator Jennifer Johnsen, Chief of Police Terry Mee, Interim Public Works Director Phil Cotter, Village Engineer Joe Heinz and Village Clerk Katherine Holt

**PLEDGE OF ALLEGIANCE:** Recited

**PUBLIC COMMENT (Agenda items only):** None

**CONSENT AGENDA-CONSIDERATION OF AN "OMNIBUS VOTE":**

Illinois Municipalities may adopt by a single roll call vote of the Village Board and Village President, a group of assorted ordinances, resolution, motions and orders by an "Omnibus Vote". The "Omnibus Vote" shall be taken following the unanimous consent by the President and Board as to the items to be included. Any Trustee or the President may request that any item not be included in that vote.

- A. Motion to Approve the Regular Village Board Meeting Minutes Dated November 20, 2017
- B. Approval of a Resolution Establishing the Regular Meeting Dates and Committee of the Whole Meeting Dates for the Board of Trustees and Establishing the Planning and Zoning and the Historic Commission Meeting Dates for the Village of East Dundee For the Calendar Year 2018

Motion to Approve the Consent Agenda by Lynam/Wood. Motion carries by unanimous vote.

**OLD BUSINESS:** None

**NEW BUSINESS:**

- A. Approval of an Ordinance of the Village of East Dundee, Illinois, Amending the Number of Video Gaming Permits

Approval of an Ordinance of the Village of East Dundee, Illinois, Amending the Number of Video Gaming Permits by Lynam/Wood.

**Discussion:**

Trustee Lynam asked if the two establishments are sharing the same space. Chief Mee replied that both establishments share the same owner and that a wall divides the two businesses. He advised that the owner has been involved in the process of obtaining a gaming license with the Illinois Gaming Commission for the past two years. The delay by the state was due to the proximity of LuLu's Place to Dolly's Café within the same strip mall. Mee advised that approval was granted in November by the Gaming Commission. He stated that the business has held a liquor license in town since the fall of 2015. Owner Louise Rycraft stated that the gaming license has been approved with no restrictions or conditions. She explained that her two establishments have their own separate liquor licenses, utilities, leases and insurance certificates.

Trustee Lynam said that the Village Board recently restricted the allowable number of video gaming establishments in town for a reason. He feels the Village is already over saturated with these types of

establishments. Chief Mee responded that this request has been in the works since 2015 and recommended that it be approved based on past Village promises.

Roll: Ayes – 4 – Trustees Selep, Hall, Andresen and President Miller. Nays – 3 – Trustees Lynam, Wood and Mahony. Absent – 0. Motion carries.

### **B. Culinary District Sign**

Administrator Johnsen advised that a culinary sign was purchased back in the spring by 311 Barrington LLC and they have requested that the sign be placed on the Village's right-of-way to advertise the area as a culinary district. She said that they are proposing to donate the sign to the Village and asking the Village to leave the sign in place for approximately two years until funds can be raised to construct an archway over River Street. She said that there is a new proposed location because it was determined that there were site line and visibility concerns with the original requested location.

Tracy Burnidge, leasing agent for 311 Barrington LLC, stated that donating the sign to the Village is the first step in creating the culinary district. Trustee Mahony commented that she is unclear why a private contractor/developer is deciding what the culinary district sign will be without input from the Village Board first. She said that she is concerned that the look of the sign is not consistent with other Village signage and branding. Johnsen noted that staff also agrees with Mahony's comment and concern. She asked that the Board keep in mind that 311 Barrington LLC is working hard at developing a culinary district and the Village had paid for the design. She said she would have preferred to have had discussions before the sign was designed and purchased but that the Village is excited to talk about a permanent sign that will enhance the downtown. Mr. Burnidge noted that prior administration had provided the marketing materials for the culinary district concept and asked the developer to work off of that.

There was consensus of the Board to allow a temporary sign for one year and will readdress thereafter if necessary. The site will be determined based on site lines and utilities. Administrator Johnsen stated that she would like to begin discussions on the archway as soon as possible.

Motion to approve a temporary culinary sign for a term of one year by Anderson/Hall.

Roll: Ayes – 6 – Trustees Lynam, Selep, Wood, Hall, Mahony and Andresen. Nays – 0. Absent – 0.  
Motion carries.

### **C. Village Electronic Sign**

Administrator Johnsen advised that the revenue for the electronic sign rental is minimal and does not have a lot of effectiveness. She stated that there is only one business in town using it on a regular basis. She said that to show a sign of support to the businesses, the sign rental fee should be offered as free of charge. She said she is looking for direction from the Board because it would require a change in the Village fee schedule and code.

Trustee Mahony asked how the rental opportunity can be better advertised to the businesses to bring more awareness of the rental option. She also asked how the sign would be managed if there was an abundance of rental requests with the free opportunity. Johnsen stated that ten to fifteen messages on the sign at one time should be a good set amount and anything beyond that would go on a waiting list. She said that Village staff would do the outreach with the businesses. She said that the Village could try to better promote the sign with the current fees if that is what the Board directs.

There was consensus of the Board to offer the sign rental for free and to better promote it to the businesses. Johnsen noted that the sign rental will only be offered to East Dundee businesses, all non-profits and other governments.

**FINANCIAL REPORTS:**

**A. Warrants List #1 \$198,774.62**

The Warrants List was noted to the Board.

**Reports: VILLAGE TRUSTEES**

**Lynam:** Thanked Public Works and staff for all of their Dickens in Dundee preparations.

**Selep:** Reported that the Dickens in Dundee parade was well attended.

**Wood:** None

**Hall:** None

**Mahony:** Reported that Santa's Village participated in the Chicago Thanksgiving parade. She asked if they were going to participate in the Dicken's parade. Johnsen replied that they have been asked to participate in events but did not express interest in doing so. Mahony said that their disinterest concerns her. Andresen stated that in the past, there was not a lot of outreach from the Village to Santa's Village officials. He said he has reached out to them to try and mend this relationship. Mahony said that the Village needs to be embracing them and help them be more involved in local activities.

**Andresen:** Thanked Interim Public Works Director Cotter, Administrator Johnsen and President Miller for helping resolve the Santa's Village water issue experienced on Thanksgiving. He advised that it was solved before the operation opened for business that day.

Andresen stated that he has concerns with hiring staff positions at this time. Johnsen advised that the new Marketing Analyst position is the filling of a vacancy of a full time position. She explained that the Village Administrator has the authority to change titles and duties, and to hire and lay off. She stated that if there is a budgetary impact, the Board has a say on that. She said this position does not change budgetary. Andresen stated that he is not opposed to the position, but is opposed to it happening at this time. He asked if another full time person is necessary at this time. Johnsen replied that the individual is needed to meet the customer service needs and is doing high level work at less pay. She added that the lack of professionalism this Village has had has cost millions of dollars and have put the Village in the position it is in today. She said a lack of experience is a liability to the Village. And in order to dig out of the financial hole the Village is in, it needs to be very proactive with economic development. She said this cannot be done if she and the department heads are burdened with the day to day management. She said the Marketing Analyst position will be an asset to the Village.

President Miller added that he would like to see a roadmap of where the Village would like to be in a couple of years. He said that a lot of data will be collected during the budget preparation period and that would be the time to have this discussion.

**Reports: VILLAGE ADMINISTRATOR and STAFF**

**Village President:** Miller thanked everyone for their efforts on the Dickens in Dundee event. He also commented on how great the downtown is decorated.

**Village Administrator:** Johnsen reported that the RFP for the Caboose has been released and is due on December 22. Also, she said the budget calendar was recently distributed to the Board and that she plans to hold a budget workshop.

**Village Attorney:** None

Village Engineer: None  
Police Chief: None  
Public Works Director: None  
Building Official: None  
Finance Director: None

**PUBLIC COMMENT (Items not on the Agenda):** None

**EXECUTIVE SESSION:** Yes

Motion to adjourn the Regular Village Board Meeting at 7:30 p.m. to Executive Session for Appointment of Village Officers and Pending Litigation by Lynam/Wood.  
Motion carries by unanimous vote. Meeting adjourns.

Respectfully submitted,

Katherine Holt

Attest:   
Village Clerk, Katherine Holt

By:   
Village President, Lael Miller