

CALL TO ORDER

President Bartels calls to order the East Dundee Committee of the Whole Meeting at 6:03 pm.

ROLL CALL:

Trustees Lynam, Miller, Gorman, Ruffulo, VanOstenbridge, and President Bartels. Trustee Skillicorn was absent.

Motion to allow Trustee Ruffulo to participate via telephone by Miller/Lynam.

Roll – 5 – Trustees Lynam, Miller, Gorman, VanOstenbridge and President Bartels. Nays – 0. Absent – 1 – Trustee Skillicorn. Motion carries.

PLEDGE OF ALLEGIANCE: Recited

Also in attendance Village Administrator Bob Skurla, Village Attorney Pat O'Connor, Village Engineer Joe Heinz, Public Works Director Jim Kelly and Deputy Village Clerk/Administrator Heather Maieritsch.

PUBLIC PARTICIPATION:

Dana Bernaeyge – Pete's A Towing, 15N350 Rt. 25, East Dundee, IL

Ms. Bernaeyge spoke at a previous meeting regarding the proposal and wanted to submit some photos of her ideas for the 220 Dundee Avenue property. If Pete's is able to move to this property, they would like to paint the building, put up a wooden fence, plant shrubbery and repave the lot. She said she plans to keep the trucks and equipment in the back shed and will keep the office in the front. Trustee Gorman said that his concern was that since the road is so high, a fence will not block the view of the lot. Village Attorney Pat O'Connor advised that the Village Ordinance allows for a six foot fence, which could be changed with a variance. Ms. Bernaeyge said that the towing would just be a small aspect of the business and is hoping to have used cars on the lot for sale. She plans to spend about \$400,000 in renovations. Village Administrator Robert Skurla advised that the zoning for this property is a B-4 which allows for auto sales, but not for outdoor storage or towing. He said that the code would need to be changed to allow for this. President Bartels stated that Village Staff will meet and discuss options.

OLD BUSINESS: None

NEW BUSINESS:

A. Presentation by Gardiner Place/Renaissance Company

Janay Mohamed presented an update on their current marketing efforts and outreach they have been doing. She stated that Gardiner Place is for people 55+ years old. River Haven Place has no age restriction and is for veteran preference. River Haven has been receiving an average of 5-7 applications a week with a total of 37 to date. There are 18 of those processing at this time. Gardiner Place receives an average of 3-4 applications a week with a total of 26. Trustee Gorman asked how the application acceptance process works when someone is not a veteran. Ms. Mohamed replied that the wait list procedure has a 60 day wait period with veterans getting preference. If there are openings after 60 days, then it is opened up to the general public in phases. The phasing plan gives veterans more opportunity to hear about and apply for the program. The veterans are offered a special where there is no application fee charge and the security deposit requirement is cut in half. Income cut off is \$32,000 for an individual and \$40,000 for a family of four.

B. Bartels Park

President Bartels stated that Bartels Park, formerly known as Triangle Park, is owned by the Village. The Park District is leasing the park and has taken over maintenance of the park. They are asking to upgrade the equipment for the park at this time. Trustee Gorman stated that the Park District equipment must be scrapped due to high liability concerns and then must be replaced with all new equipment. The used equipment cannot be resold. He senses that the Park District sees some liability issues with their current equipment. Consensus is to have staff draft a revised lease, extending the lease and upgrading the equipment. Current lease is for 20 years.

C. Bonnie Dundee Golf Course Property Annexation

President Bartels stated the Village has an annexation with the Park District for the Golf Course. The clubhouse at the Golf Course falls inside the Village of East Dundee which is why they are required to have a liquor license with East Dundee. A typical annexation agreement is for 20 years. If the property is already annexed, there is no need to renew the annexation and no action would need to be taken. Staff will look into the agreement to see if any action is needed.

D. Amendment to the Redevelopment Agreement for Azoosment

Economic Development Consultant Doug Bergren stated that the Village paid \$100,000 towards the Azoosment parking lot repaving. Azoosment still owes Orange Crush \$25,337 for work done outside of the redevelopment agreement. The park is asking if the Village would help pay this balance and deduct this amount from the assistance they are to receive for their signage. The sign was to be a 50/50 match. Village Administrator Robert Skurla commented that the Village has received \$48,000 in amusement taxes this year from the park. Sales taxes have been close to the same amount. The owners have put significant investment into the park. He suggested that if the Village is to amend the agreement, then it could be changed from \$100,000 to \$125,000 and leaving \$75,000 towards signage, keeping with the 50/50 match. President Bartels said that if there is an adjustment with the remaining money, it must be used towards a sign and not other projects. He suggests setting up a meeting between Staff, Trustees, Azoosment and Sterling Bay to discuss and get a better idea of the future plan.

E. FY2013-14 Priorities

Village Administrator Robert Skurla suggested that this item be discussed along with item J.

F. Village Clerk Position

Village Administrator Robert Skurla recommended that the responsibilities of the Deputy Village Administrator and Village Clerk position be expanded and that a new full time position for Deputy Village Clerk be created. Staff is spread quite thin at the present time and there is more than enough work to warrant the Deputy Village Clerk position. Trustee Lynam voiced that he is not confident that a new position is necessary. Robert Skurla replied that there is a great need for this position. He stated that the record keeping needs to improve, Increased FOIA requests need to be answered, documents need to be electronically converted and managed, plans need to be signed and transported to Kane County and other departments need support. Consensus is to draft up this appointed staff position for the next board meeting and will be posted to the public via a newspaper ad and the Village website.

G. Zoning for Pawn Shops

Village Administrator Robert Skurla stated that pawn shops are a protected class. They are regulated like banks and financial institutions and are currently allowed B1, B2 and B3 zones. President Bartels recommends placing in M1 district and asked that staff draft up legislation with the Attorney for this item.

H. Village Water Lines to Lakewood Estates and Council Hills

Trustee Miller advised that a survey was created per the request of the Village Board and was presented for their approval. Water and fire hydrants will be added to service 70 homes. He said that providing water and sewer is a primary role of the Village. The survey was created to gauge resident interest and will include a comments section for feedback. Trustee Gorman suggested that a participation cost of approximately \$1500-\$2000 be included in the survey and to ask the residents if they are comfortable with this cost amount. If they are not, ask what cost they would be comfortable with. Trustee Miller said that he will finalize the survey and bring it before the Board to get consensus. It will then be sent out to the residents, the residents will return it to the Village and it would then be brought back to the Board to analyze the results and plan the next move.

I. Water & Sewer Facility Plan

Village Administrator Robert Skurla stated that there is a draft request for proposals for an engineering assessment of our system, which was last done ten years ago. Public Works Director Jim Kelly stated that this budgeted for \$50,000 this year for sewer and water, where last year only included sewer. He would like to get this proposed and paid for this fiscal year and to also include the water system. He has developed a master plan of what the Village currently has, what has been done and where we are going in the future, including the lift station on Hill Street. He said when the Village goes for state and federal grant money, a plan would need to be supplied. Board Consensus is to put together a request for proposal.

J. Corporate Plan

Trustee Gorman suggested a review of the corporate plan, budget and priorities. He said that discussing the corporate plan and setting priorities would help provide direction for the budget. He also suggested using Village Administrator Robert Skurla's priority list in the discussion for ideas. Finance Director Linda Blackerby stated that the budget books should be complete this week. Robert Skurla spoke about his short-term priorities in random order:

- Complete phase one of the downtown redevelopment plan
- Complete the IAA project
- Complete hearings and licensing of the Plote Recycling Campus Transfer Station
- Complete the Fire Station design
- Complete Summit School rehab and conversion
- Market the former Spring Hill Ford site
- Repaint Route 25 water tower
- Construct electronic sign for Palumbo
- Complete union contracts with MAP
- Complete standardization of police firearms
- Complete a plan to change over police squad cars
- Complete a plan for Deputy Village Clerk/Administrative Assistance position
- Complete a plan for full time Visitor Center position

Robert Skurla also spoke about his long-term goals:

- Complete the Auto Auction project
- Develop a project for the Milk Pail property and annex it
- Complete phases two and three of the downtown rehab plan
- Complete negotiations with Local Union 150 for a four year contract
- Remodel River Valley Square
- Attract a full service grocery store
- Replace Walmart
- Rehab the Fire Station and Police State
- Rehab Village Hall
- Complete the Prairie/Plote/Palumbo storm water district project
- Fully fund the Police pension fund
- Implement a comprehensive equipment replacement plan
- Fully fund a self funded roadway improvement plan
- Complete Police fleet conversion to four wheel drive vehicles
- Create and begin a community rehab program for owner occupied housing
- Create one or two annual East Dundee events that will repeat annually
- Complete line of succession plan for directors of Public Works, Water Dept., Sewer Dept., Police Dept. and Village Administrator

Mr. Skurla went on to say that since Gat Guns has opened up, the monthly sales tax numbers have increased by \$60,000 per month when compared to the previous year.

EXECUTIVE SESSION: No

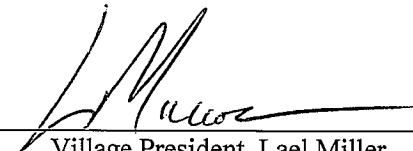
Motion to adjourn the Committee of the Whole Meeting by Lynam/Miller.

Roll: Ayes – 6 – Trustees Lynam, Miller, Ruffulo, Gorman, VanOstenbridge, and President Bartels.

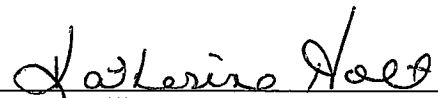
Nays – 0. Absent – 1 – Trustee Skillicorn. Motion carries.

Respectfully Submitted,

By:


Village President, Lael Miller

Attest:


Deputy Village Clerk, Katherine Holt