

I. CALL TO ORDER:

President Keller called the Committee of the Whole Meeting to order at 7:30 pm.

II. ROLL CALL:

Present were President Keller, Trustees Voss, Gillam, Price, Osth, Hanley and Yuscka.

Also present were Village Manager Cavallaro, Village Attorney Brechin, Community Development Director Tymoszenko, Fire Chief Buhrmann, Finance Director Danielson and five (5) people in the audience.

III. PLEDGE OF ALLEGIANCE:

President Keller led the Board and the audience in the Pledge of Allegiance.

IV. APPROVAL OF AGENDA:

Motion: Moved by Trustee Hanley and seconded by Trustee Voss to approve the agenda as presented. Upon roll call, motion was approved.

V. VILLAGE PRESIDENTS REPORT:

President Keller reminded the Board of the annual Village Blood Drive planned for Wednesday, July 22, 2009 at Public Safety Center #2. During the 2008 event, 21 pints of blood were collected. This year's goal is 50 pints. Walk-ins are welcome, but preference will be given to those who schedule an appointment. President Keller requested volunteers to assist with sign-in and other tasks the day of the event.

VI. REPORTS AND QUESTIONS FROM TRUSTEES:

Trustee Hanley advised that Public Works and Fire Department staff spent several hours removing dead trees and debris from the Fox River in the area of South End Park. He also inquired as to the status of a request to the Illinois Department of Natural Resources to address illegal fishing at South End Park. Manager Cavallaro reported that contact was made and additional enforcement was put into place over the weekend.

Trustee Gillam reminded the Board of the upcoming Water Balloon Fight event planned for Sunday, July 19, 2009 from 1-3 pm at Prairie Meadow Park. Participants are asked to bring some of their own filled balloons to supplement those the Village is providing. She also requested volunteers to fill balloons, which she had on hand to pass out.

VII. VILLAGE STAFF REPORTS: There were none.

VIII. ITEMS FOR DISCUSSION:

A. Grant Request - American City Bureau, 302 West Main Street

Trustee Osth opened with a request to table general discussion of the grants program, focusing discussion on of the request being presented.

Presenting on behalf of the petitioner, American City Bureau, were Leslie Mollsen and John Biggins, Co-CEOs, and Dan Mollsen, CFO. Mr. Biggins discussed the firm's desire to headquarter in West Dundee and to restore the historic feel of the exterior of 302 W. Main St.

The firm has performed site and building inspections, architectural planning, pro-forma budgeting and has had discussions with Director Tymoszenko regarding grants and loans. The firm is requesting a grant in the amount of \$63,750, or 25% of their façade and code improvements budget. The project fits the criteria for both the Façade Grant and Code Compliance Grant programs.

The tone of discussion was that, while the Board recognizes the merit of the project and applauds ACB's commitment to renovate and restore the structure with or without Village assistance, that with the current constraints of the Village budget, a low-interest loan program may be a more suitable way for the Village to assist.

B. Business Stimulus Program

Director Tymoszenko presented a four-point plan for a village-wide business stimulus program, centering on increased exposure for local businesses and the generation of additional consumer business through discount offerings.

Village-wide discount card programs were discussed, whereby the Village would solicit participation from local restaurants to offer a percentage discount to customers presenting their card with purchase. Participating businesses would be asked to track use of the cards in order to measure program success. The discount cards would be included in an upcoming Village Newsletter for distribution, with additional copies provided to business owners.

Testing of a second card for retailers was also discussed. Hanan Hall, owner of Romantica Jewelry and Apparel at 125 W. Main St., was asked to come forward to provide her perspective. Ms. Hall suggested that a private website whereby business owners could maintain changeable coupons and offerings, would be of more value from a retail perspective.

The third recommendation was for an on-line Business Directory, to be launched with the redesign of the Village website. The directory would include the names, addresses, phone numbers and websites of West Dundee businesses, as provided for business licensing purposes. If the aforementioned coupon website is realized, the Village would gladly provide a link to it.

The final recommendation was to include a business promotion article in the quarterly Village Newsletter. Businesses would be chosen by lottery and asked to participate. Articles would be a few paragraphs long with a photo, if possible, focusing on place and history, product, workers, event, or anything of interest from a local perspective.

C. Memorandum of Understanding - Mutual Fire Department Initiatives

Trustee Gillam introduced this item before yielding the floor to Chief Buhrmann. Chief Buhrmann described the successes of Quad Com and the desire of the respective Fire Departments, Carpentersville, Dundee-Rutland, East Dundee and West Dundee, to continue to improve the quality of service provided to the communities. The four departments are seeking support from their governing Boards to move forward with mutual improvement initiatives, including an evaluation of department consolidation.

A key item of discussion was the “closest response” concept, whereby Quad Com software would provide for the dispatch of the closest manned apparatus for emergency requests, regardless of jurisdictional boundaries. Chief Buhrmann stated that it is a phased program, with the second apparatus dispatched being the closest, with the ultimate goal being that the apparatus, equipment, and manpower closest to the incident will be dispatched regardless of jurisdictional boundaries. Trustee Osth asked for clarification in the MOU as to whether the closest response concept would be initiated upon first dispatch request or second. When asked about staff levels of competence, Chief Buhrmann reiterated that each of the departments is held to the same regulations and certifications per Illinois Department of Public Health and the office of the state Fire Marshall.

D. Capital Replacement Program Discussion

Trustee Hanley introduced this item for discussion, noting that the Capital Replacement Program is intended for items with a replacement value over \$5000 that have been in service 5+ years. Director Danielson presented a spreadsheet of assets that qualify for this program, to show what is on the docket for replacement and the timeframe in which replacement is recommended. The list includes both new capital equipment purchases and replacement of existing items.

It was noted that, for the most part, the Village has suspended the Capital Replacement Program in recent years due to budget constraints, but that this practice results in increased maintenance costs and cannot continue in the long term. It was noted that this list was requested by the Board during the most recent strategic planning session, and that it should be reviewed in greater detail in conjunction with the next such session.

IX. EXECUTIVE SESSION: There was none.

X. MISCELLANEOUS: There were none.

XI. ADJOURNMENT:

Motion: Moved by Trustee Price and seconded by Trustee Voss to adjourn the Committee of the Whole Meeting. Motion was unanimous.

The Committee of the Whole Meeting adjourned at 9:51 pm.

Attest:

Kim Tibbetts

Larry Keller

Deputy Village Clerk

Village President