

**REGULAR BOARD MEETING**  
**Village Hall, 102 South Second Street**

**March 21, 2016 - 7:30 pm**  
**Village of West Dundee**

**I. CALL TO ORDER:**

President Nelson called the Regular Board Meeting to order at 7:30 pm.

**II. ROLL CALL:**

Present were Village President Nelson, Trustees Pflanz, Wilbrandt, Kembitzky, Price, Hanley and Yuscka.

Also present were Village Manager Cavallaro, Attorney Orr, Finance Director Danielson, Community Development Director Scott, Public Works Director Babcock, Police Chief Wieteska, Fire Chief Freise and twelve (12) people in the audience.

**III. PLEDGE OF ALLEGIENCE:**

Trustee Hanley led those in attendance in the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA:**

**MOTION:** Moved by Trustee Pflanz and seconded by Trustee Price to approve the agenda as presented. Motion passed unanimously by voice vote.

**V. VILLAGE PRESIDENT'S REPORT:**

President Nelson congratulated Trustee Wilbrandt on his campaign run.

President Nelson thanked Village Manager Cavallaro and Community Development Director Scott for their efforts in obtaining Oelheld for the Oakview Corporate Park.

**A. Public Hearing Downtown Business District**

**MOTION:** Moved by Trustee Kembitzky and seconded by Trustee Price to open the Public Hearing. Upon roll call, motion was approved.

**AYES:** Trustees Kembitzky, Price, Hanley, Yuscka, Pflanz and Wilbrandt

**NAYS:** None

The Public Hearing opened at 7:31 pm.

Manager Cavallaro said the Village Board has considered potential projects to enhance the downtown, including physical improvements, property acquisition, and marketing efforts, and has provided \$2,000,000 in bond proceeds for redevelopment efforts.

He said to pay for these improvements, a 1% sales tax would be imposed within a designated set of boundaries for the Downtown Business District. Projects and activities pursued through the BD include but are not limited to items such as property acquisition, demolition, professional services for planning, legal, and engineering, and incentives for building rehabilitation.

Manager Cavallaro noted that the legal notices for this Public Hearing were published twice, and a letter was sent to all the downtown business and property owners within the proposed

downtown district boundaries. He reiterated that the Public Hearing is strictly for the Business Development District and that another Public Hearing on April 18, 2016 will be held for the proposed SSA.

Bob Rychlicki, from Kane McKenna, who prepared the Downtown Business District Redevelopment Plan, spoke about the commercially zoned properties calling attention to the map which shows the proposed Business Districts boundaries the primary funding which would be the 1% sales tax for a period of approximately 23 years and the competitiveness this plan would bring to the Downtown.

Director Scott addressed the five year goal, the stakeholder-driven strategy, the implementation of the plan with its primary initial initiatives of demolition and site preparation, extension of the Riverwalk south to Oregon (phased) and economic incentives for building rehabilitation and renovation.

He addressed the means to active the plan including \$2,000,000 borrowed and budgeted, \$137,100 in annual debt service, \$140,000 in potential revenue through \$40,000 in existing economic development funds (TIF #2 SH Gateway), \$65,000 (BD) Tax (new) and \$35,000 SSA(new).

He explained that a Business District (BD) can be employed to facilitate development or redevelopment through a separate sales tax generated in a designated area to pay for public improvements and other eligible expenses. He said the 1% BD Sales Tax would generate approximately \$65,000 annually and it would be a “pass-through” expense to consumers.

Manager Cavallaro said that the SSA is the second component of the proposal and addressed the “Discover Dundee” marketing participation, a partnership proposal with East Dundee for events, advertising, light pole banners and a 50% split contribution. He also addressed the West Dundee Downtown contributions that the Village annually funds, i.e. trash collection, landscaping and beautification, parking lot maintenance and snow removal.

President Nelson opened the Public Hearing to Public Comment noting that there is a five minute limit on addressing the Board and other comments can be put into writing and sent to the Board.

Randall Errington, 105-107 W. Main Street, Bikini Bottom, voiced his opposition to the 1% sales tax. He said in his opinion that the Village needs to get out of the way and let private parties and private monies take on the job of downtown redevelopment. When asked by Trustee Pflanz, “what is the solution?” Mr. Errington did not provide an explicit answer.

Bonnie Yates, 217 W. Main Street, asked how her property is commercially defined as she also resides on the property. She also asked why the business district doesn’t extend to Route 31.

Heather Hazlett, Spa Bleu, 106 N. Second Street said she believes the 1% increase can be sustained and she is in favor of the Downtown Business District.

There were no other public comments.

**MOTION:** Moved by Trustee Hanley and seconded by Trustee Yuscka to close the Public Hearing. Upon roll call, motion was approved.

**AYES:** Trustees Hanley, Yuscka, Pflanz, Wilbrandt, Kembitzky and Price

**NAYS:** None

The Public Hearing closed at 7:56 pm.

**VI. REPORTS AND QUESTIONS FROM TRUSTEES:**

Trustee Pflanz said he ate at the new Mexican Restaurant, Taqueria El Tios Ramos and that the food was very good. Manager Cavallaro said they have also approached the Village regarding a liquor license.

**VII. VILLAGE STAFF REPORTS:** None

**VIII. QUESTIONS FROM THE AUDIENCE:** There were none.

**IX. CONSENT AGENDA:**

- A. Approval of Bill List: March 21, 2016
- B. Approval of Minutes: March 7, 2016 Regular Board Meeting
- C. Memorial Day Parade – Approval and Resolution

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Hanley to approve the Consent Agenda as presented. Upon roll call, motion was approved.

**AYES:** Trustees Yuscka, Pflanz, Wilbrandt, Kembitzky, Price and Hanley

**NAYS:** None

**X. RESOLUTIONS AND ORDINANCES:**

**A. Introduction of Ordinances – Spring Hill Mall TIF**

Trustee Price presented the three draft ordinances which are intended to introduce the adoption of the Tax Increment Financing District for Spring Hill Mall. He said the ordinances are to be introduced within 90 days of the closing of the Public Hearing, which was held on January 18, 2016 and that the inclusion and presentation of this agenda item qualifies in meeting that requirement. These Ordinances are as follows:

1. Ordinance Approving the TIF Redevelopment Plan for Spring Hill Mall TIF District
2. Ordinance Designating the Proposed Spring Hill Mall Redevelopment Project Area Pursuant to the Tax Increment Allocation Redevelopment Act.
3. Ordinance Adopting Tax Increment Allocation Financing for Spring Hill Mall Redevelopment Project Area

Manager Cavallaro said the Village has received the support of the Joint Review Board of the surrounding taxing bodies for the creation of this Tax Increment Financing District, including Community Unit School District 300. He also said the Village has entered into an Intergovernmental Agreement with D300, which was formally adopted at the March 7, 2016 Board Meeting.

Manager Cavallaro said the Cinemark (8 screen movie theater) will spur additional development in and around the Mall. He said the Ordinances continue to spell out the obligations for the Village, will posted on the Village website and placed on the agenda for May.

## **B. Ordinance Designating Downtown Business District No. 1**

Trustee Price said that to pay for improvements such as ,but not limited to items property acquisition, demolition, professional services for planning, legal and engineering and incentives for building rehabilitation to enhance downtown , a Downtown Business District would impose a 1% sales tax within a designated set of boundaries.

President Nelson reiterated that this specific to a 1% sales tax.

Manager Cavallaro explained the impetus for utilization of the funds, including paying for implementation of the Downtown Plan, the partnerships that the Village has had with downtown property owners including Spa Bleu, Emmett's, 109-111 W. Main Street, Dooley's and RocHaus, and having a successful downtown.

President Nelson polled the Board.

Trustee Price said he recognizes the concerns about the increased sales tax, commented on the services the Villages provides at no cost to the downtown and of the cost to demolish certain properties.

Trustee Hanley said that the downtown is starting to come back, and that businesses come to the Village for façade loans/grants, and the monies need to be replaced and he likes the direction that the Village is going.

Trustee Yuscka agrees with the partnerships with the Downtown business owners, including Mr. Roeser's partnering with the Village. He explained that the Village is not in a position to totally fund things and there is a need for participation from the business owners.

Trustee Pflanz explained that this sets a clear goal of what we want to have done, businesses should have coordinated events including participation in the programs that East Dundee has, and that no one is lining up to reinvest, so the businesses come to the Village for help.

Trustee Wilbrandt said he wants to see the West Dundee Downtown redeveloped, but he has an issue from a financial point as we have not talked about a way to pay for it.

Trustee Kembitzky said she echoes a lot of what she has been said adding no one else is stepping up to invest in the downtown.

President Nelson said that during his municipal career in Schaumburg that there technically was no downtown, but funds were used to develop the area and now there is a thriving downtown. While serving in Hoffman Estate the municipality needed to partner and look at other municipalities such as Naperville, Geneva, St. Charles, and Batavia who all have support from the municipality to have a viable downtown. He said none of this will happen if the Village doesn't fund it and he is in support of the downtown plan.

**MOTION:** Moved by Trustee Price and seconded by Trustee Yuscka to Adopt an Ordinance Designating the Village of West Dundee, Kane County, Illinois, Downtown Business District No. 1 and Imposing a Retailers' Occupation Tax, Service Occupation Tax, and Hotel Operators' Occupation Tax. Upon roll call, motion was approved.

**AYES:** Trustees Price, Hanley, Yuscka, Pflanz and Kembitzky

**NAYS:** Trustee Wilbrandt

**XI. UNFINISHED BUSINESS:**

**A. Electronics Recycling Program**

Trustee Yuscka said that based on a discussion at the February 1, 2016 Board Meeting, the Village was aware that St. Charles was withdrawing from the County's electronics recycling program, leaving West Dundee as the sole drop off site for all of Kane County.

He said that both Director Babcock and the County staff were deeply concerned that with West Dundee being the only location in the county, that we would be inundated with electronics volume.

Director Babcock said that the County staff strongly agreed that closing the West Dundee site is the best option in order to address the concerns, until such a time that a sustainable solution can be provided on a countywide basis.

Manager Cavallaro said that Ms. Jarland, Kane County's Recycling Coordinator understands West Dundee's desire to continue in this program and be part of the solution to the issue of electronics recycling, and she believes that a revised concept could be forthcoming in the next few months.

A brief discussion was held on the importance of having such a program, but also acknowledging that this type of program can not be done alone.

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Kembitzky to move to affirm the written notice to terminate electronics recycling activities between the Village of West Dundee and Kane County, with a final collection date of April 8, 2016. Upon roll call, motion was approved.

**AYES:** Trustees Yuscka, Pflanz, Wilbrandt, Kembitzky, Price and Hanley

**NAYS:** None

Manager Cavallaro said that the Village will continue to: (1) continue to work proactively with Kane County to identify and evaluate an alternative approach to provide electronics recycling to the residents of West Dundee; (2) continue to promote the County's monthly recycling events in St. Charles through social media and email to the community, as an alternative option for residents, and share other resources for electronics recycling as identified by Kane County; and (3) contact the Villages of Sleepy Hollow and East Dundee in an effort to establish a one-day electronics recycling collection event for area residents, within the next 90 days if possible.

**XI. NEW BUSINESS:**

**A. 2016 Red Light Program Update**

Trustee Wilbrandt explained that the Village of West Dundee has two operational Red Light Cameras and that this is the 7th annual program update.

Chief Wieteska explained that the first camera was installed in October 2008 for southbound Rt. 31 at Boncosky and the second camera was installed in January 2009 for northbound Rt. 31 at Rt. 72. He said that during the reconstruction of the Rt. 31 & 72 intersection, the camera was taken down, but in August 2015 a new high resolution multi-angle digital video camera was re-installed.

He said that this new camera has the capability to simultaneously monitor all five lanes of northbound Rt. 31 traffic resulting in a large increase of recorded violations.

Chief Wieteska gave a brief review of the citations given, the approval rate of these citations, revenue and the crash data. He said that the cameras not only promote safe driving, but also continue to be a valuable tool for the Police Department in solving crimes, particularly when a suspect vehicle needs to be identified and in crash investigations.

A brief discussion was held on the value of the videos, their benefit for reconstruction of accidents, and as a valuable tool from an enforcement standpoint.

**MOTION:** Moved by Trustee Wilbrandt and seconded by Trustee Kembitzky to continue the Red Light Camera Program. Upon roll call, motion was approved.

**AYES:** Trustees Wilbrandt, Kembitzky, Price, Hanley, Yuscka and Pflanz

**NAYS:** None

### **B. 2016/2017 Budget Initial Presentation**

President Nelson asked that the Initial Presentation of the Budget be done at the March 28, 2016 meeting due to the time, and only have the Police Department Budget presented at this meeting.

Before presenting the Police Department Budget, Chief Wieteska announced that Lt. Tony Gorski has been nominated for Kane County Officer of the Year. Presentation of the award will be done on April 27, 2016.

Chief Wieteska said there are not many changes from last year's budget. He reviewed Police Administration which is responsible for the overall supervision and direction of all Police Department operations and the Patrol Division which consists of 1 Lieutenant, 4 Sergeants, 10 full-time patrol officers and 2 part-time Patrol Officers on two 12 hour patrol shifts

He said the Criminal Investigations Division has 2 full-time Detectives and the Community Relations Division which is supervised by Sergeant Fletter and includes community service and outreach activities. He said that Coffee with a Cop is also looking at having an evening event.

Chief Wieteska addressed the Training portion of the budget. He said training is critical for all Police Officers and that there is also mandatory training required in order to have membership in Kane County SWAT and ILEAS.

Chief Wieteska briefed the Board on the accomplishments and goals for the Police Department. He said the accomplishments are the continuation of controlling overtime from a high in 2005 of over \$200,000, to approximately \$98,000 in 2014/15. He said that the projected Department Revenue for 14/15 had a 28% increase. He also noted that the Department had zero sustained formal complaints against officers in 2015, and that all staff has been trained on the use of NARCAN.

He said the goals are to continue to search and obtain grant funding for equipment needs as well as salary reimbursement, complete the implementation and use of Lexipol, and to consider new and effective community outreach programs along with the possible reintroduction of National Night Out.

A brief discussion was held regarding the Police department budget, including body cameras, (hoping for federal aid for this) , the structure of the Police Department (2 night teams and 2 day

teams) total staffing (18 full-time sworn officers and 1 unfilled position), Quad Com (reduction in cost because Barrington Hills was added) and D.A.R.E. (last year of the program).

**XII. MISCELLANEOUS:** There was none.

**XIII. ITEMS TO BE DISCUSSED AT A LATER MEETING:**

A. Spring Hill Mall TIF

**XIV. ADJOURNMENT:**

**MOTION:** Moved by Trustee Kemitzky seconded by Trustee Pflanz to adjourn the Regular Board Meeting. Motion was approved by voice vote.

The Regular Board Meeting adjourned at 9:16 pm.

**ATTEST:**

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Barbara Traver  
Village Clerk

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Christopher Nelson  
Village President