

**I. CALL TO ORDER:**

President Keller called the Regular Board 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 Director Tymoszenko, and twenty-two (22) people in the audience.

**III. PLEDGE OF ALLEGIANCE:**

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

**IV. APPROVAL OF AGENDA:**

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

**AYES:** Trustees Voss, Gillam, Price, Osth, Hanley and Yuscka.

**NAYS:** None

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

**A. Introduction of New Fire Chief**

Village President Keller introduced Randy Freise as the new Fire Chief for the Village of West Dundee. He said Randy Freise will be sworn in at the January 9, 2012 Board Meeting.

Manager Cavallaro said the Fire Chief was chosen after a formal recruitment by Voohees and Associates. He said Randy Freise has an extensive background in fire service including 31 years with the Village of West Dundee on a part-time basis and 33 years with the Palatine Fire Department, where he is currently serving as Deputy Chief.

President Keller informed the Board that he met with Mary Robb from Pace discussing routes available in West Dundee as well as what we can do to have better ridership. He asked the Board to forward him their ideas.

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

Trustee Hanley informed the Board that he and Trustee Yuscka participated in a successful burn on Friday at Prairie Meadow and Tartans Parks. He said it was too windy to do a burn at South End Park.

**VII. VILLAGE STAFF REPORTS:**

**A. Police Staffing and Organizational Update**

Manager Cavallaro said this will be discussed later in the meeting as Chief Wieteska is not available at this time.

## **VIII. QUESTIONS FROM THE AUDIENCE:**

Michael Elmore, 309 S. 1<sup>st</sup> St., West Dundee asked about the monies spent for the recruitment of the new Fire Chief.

Manager Cavallaro said that there were 122 applicants, who were pared down to 13 and after interviews, there were 4 candidates to be interviewed by the Board, from which a validated selection was made. He also said the recruitment process gave a good perspective on the available talent.

Tom Roeser from Otto Engineering, Carpentersville, Illinois explained that he has been retained many times for national recruitment searches and often times it has turned out that someone local is chosen who fits the criteria.

Mr. Roeser also spoke of the home values between the Dundees and Carpentersville. He said the reputation of East and West Dundee is spilling over into Carpentersville and feels it maybe time to invest in the three city region, especially in relation to bringing a Performing Arts Center to the area to draw more people and investment into the area.

Mr. Elmore asked for a paid parking lot for the former Ace Hardware site. Trustee Price said that the original concept was for a parking lot, but that typically in suburban areas paid parking discourages people from coming in to support the businesses.

## **IX. CONSENT AGENDA:**

- A. Approval of Bill List: December 5, 2011
- B. Approval of Minutes: November 21, 2011 Regular Board Meeting

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

**AYES:** Trustees Voss, Gillam, Price, Osth, Hanley and Yuscka  
**NAYS:** None

## **X. UNFINISHED BUSINESS:**

### **A. Theater Discussion/BDI Market Evaluation Presentation**

Trustee Price began this discussion by saying that Mr. Rick Browne approached the Board with a preliminary plan for a performing arts venue in the Ace Hardware building at 118 S. First Street. He then turned the discussion over to Community Development Director Tymoszenko.

Director Tymoszenko said she appreciated Mr. Roeser's comments regarding existing business and property values. She said the Village has been asked to make a big commitment to undertake the initial build out and to provide ongoing financial assistance and managerial board of director participation. She said as several Board members were interested in continuing the discussion of a possible theater use at this location, it was decided to review market feasibility and thus the Village contracted with Business Districts Inc., to undertake a preliminary market assessment to evaluate the plan, analyze costs and expenses, ascertain market demand, and understand the potential of gifting support.

Bridget Lane of BDI presented a power point presentation providing an assessment and recommendations should the Village desire to continue to analyze the theater proposal.

She presented (1) the Logical Markets (who would attend, affiliated markets, users within 10-20 minute drive); (2) Market Characteristics; (3) Previous Studies (parking, reuse, staff research); (4) Municipal Funding (discussed various communities with theaters – none are profitable); (5) Elements (evaluating market support, documenting competitive venues, financial concerns); (6) Competitive Venues (High Schools, Judson University, Elgin Academy, Elgin Community College, Elgin Professional Building, U-46 Education Service Center, Churches); (7) Children’s Programming; (8) Costs (liability insurance, royalty based on seats, equity or non-equity requirements for performers); (9) Risks; (10) Philanthropic Contributions and (11) Recommendations.

She concluded by saying that the report raises several questions about the feasibility of the proposed project, specifically that the analysis shows that based on population characteristics, participation and attendance statistics that the proposed project would be overly burdensome for a community of our size; that there are several available venues for groups already in existence and also that at the present time there is no theater group in our community to be housed and the success of the theater is based on the success of a yet to be formed entity.

Discussion followed regarding the deterioration of the Ace building and the desire to have a decision on its reuse so that needed attention can be given to the property maintenance and preventive care or to demolish the building, investigating the use of the Clearwater Theater, which is now vacant and for sale, and combining resources of various communities, and would the surrounding communities be willing to invest in this type of venue.

Rick Browne commented that he has had conversations with the Dundee Township Park District, that he has talked to potential users and that users would not be just theater people, but could house film festivals, dance groups and orchestras and his desire to model a Performing Arts Center like the Steel Beam Theater.

After discussion, it was noted that the nine items in the memo from Director Tymoszenko to Manager Cavallaro should be answered by Mr. Browne within a certain time frame.

**MOTION:** Moved by Trustee Price and seconded by Trustee Osth to formally request of Mr. Browne and his group to fulfill the 9 items in Director Tymoszenko’s memo of 12/1/11 to Manager Cavallaro and brought to the Board no later that February 29, 2012. Upon roll call, motion was approved.

**AYES:** Trustees Voss, Gillam Price, Osth, Hanley and Yuscka

**NAYS:** None

## **XI. NEW BUSINESS:**

### **A. Code Compliance Grant Application-Regina’s 629 Eighth**

Director Tymoszenko explained that the Fire and Community Development Departments have been working with the owner of Regina’s Restaurant and the property owner toward the correction of several fire suppression system violations.

She said repairs have been made to the fire sprinkler system, including replacement of the water pressure gauge, several head drop plates and other items which were paid for by Mr. Campanella, owner of Reginas.

Director Tymoszenko said the property owner worked to obtain bids for the replacement of the kitchen fire suppression system, and the firm he contracted with and paid 50% upon signing went

out of business in July and he is presently pursuing restitution. He has informed Mr. Campanella that he can no longer go forward with assistance.

She said that Mr. Campanella has continued to work to correct the violations and has been resourceful in obtaining a few bids and has located a contractor who can do the repairs. She said that Fire Prevention Officer Paul is satisfied that the repair of the system and the availability of the parts in the future will allow for proper maintenance to keep the system code compliant.

**MOTION:** Moved by Trustee Price and seconded by Trustee Voss to recommend funding in the amount of 50% of the requested amount up to a maximum of \$2,317.00 to assist Mr. Campanella with the cost of the code required repairs upon documentation of invoices and documentation of final inspection. Upon roll call, motion was approved.

**AYES:** Trustees Voss, Gillam, Price, Osth, Hanley and Yuscka

**NAYS:** None

#### **B. Dundee Township Park District Events**

Trustee Yuscka said the Park District is requesting the Village's participation in terms of requested dates and our contribution so that they can begin booking bands for those dates. He said Jennifer Peterson has approached the Village for bands and activities in Grafelman Park and has proposed a 4<sup>th</sup> event to be held at Huffman Park.

Manager Cavallaro asked for direction from the Board to include a 4<sup>th</sup> event and that it would be included in the 2012-13 budget.

**XII. EXECUTIVE SESSION:** There was none.

#### **XIII. MISCELLANEOUS:**

Manager Cavallaro said he would send the Board the compensation/contract package for the new Fire Chief.

Chief Wieteska arrived at the meeting at 10 pm. He presented his options for police staffing and an organizational update for the police department including 8 specific points regarding financial and service level issues.

#### **XIV. ADJOURNMENT:**

**MOTION:** Moved by Trustee Osth and seconded by Trustee Voss to adjourn the Regular Board Meeting. Motion was unanimous.

The Regular Board Meeting adjourned at 10:38 pm.

#### **ATTEST:**

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Barbara Traver  
Village Clerk

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Larry Keller  
Village President