

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, Chief Building Official Magnussen and one (1) person 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. Motion was passed unanimously.

V. VILLAGE PRESIDENT'S REPORT:

President Keller reported attending the RTA Budget Hearing in Aurora on December 10th. The presentation highlighted the need for budget cuts, and several members of the audience stood up to speak in favor of continued funding for various special transit programs.

President Keller thanked the Board for their assistance during the final weekend of the Dundee Lions Club Christmas Tree Sale at Grafelman Park. The 10 or so trees that remained at the end of the weekend were offered free of charge to any takers and quickly disappeared.

President Keller reported that he and Sgt. Wieteska participated in a meeting at Clearwater Theater to discuss initiation of a youth gang intervention program in the Dundee area.

President Keller also attended the Metropolitan Mayor's Caucus earlier today, at which the Service Delivery Task Force presented a report on delivery of Police and Fire services. He offered to provide the Board of Trustees with a full copy of the report upon request, and advised that a copy was provided to Manager Cavallaro.

VI. QUESTIONS AND REPORTS FROM TRUSTEES:

There were none.

VII. STAFF REPORTS:

There were none.

VIII. ITEMS FOR DISCUSSION:

A. Property Maintenance Report 2008-2009

Trustee Osth introduced this item, asking that the Board allow Director Tymoszenko to explain the three sections of the Property Maintenance Program, single-family residences, multi-family residences and commercial properties, before raising questions.

Director Tymoszenko advised that the goals of the program are to protect property values and preserve housing stock, maintain pleasant neighborhood appearances, enhance community pride and minimize neighbor disputes. The program, which was initiated 2 years ago, began with an inventory of existing exterior property maintenance code violations such as peeling paint, porch and balcony damage, siding, structural issues and improper rubbish storage.

A three-letter system was used to notify property owners of violations, several of which were followed by on-site visits by Chief Building Official Magnussen. Of the 61 properties included in the program, 47 have achieved compliance, 11 have repairs in progress and 1 owner was granted a deferment. 2 property owners have been non-responsive.

Discussion was held regarding the steps required to gain the compliance of unresponsive property owners, the reactions of property owners when approached regarding code compliance and the most common neighbor complaints with respect to property maintenance. It was pointed out that the Property Maintenance Code as written are minimal standards and that if more stringent enforcement is desired, the code will need to be amended.

Director Tymoszenko went on to describe Community Development's partnership with the Fire Department to conduct coordinated Annual Life Safety Inspections at multi-family properties (buildings with 3 or more residential units). Inspections focus on the exterior and interior common areas, and only extend into rental units if the occupant invites the inspectors to enter.

To date 51 multi-family buildings have been inspected, 64% of eligible buildings. 43 of these buildings required correction to comply with safety and maintenance codes, a majority of which have been corrected. 30% of the owners of eligible buildings have been non-responsive to inspection requests. In order to continue the program unchallenged, the Community Development Department requested the Board's consideration of making an annual inspection of the common areas a requirement of the Rental Registration Program.

To ensure the well-being of commercial building stock, the department also recommends Annual Commercial Property Inspections, in addition to those inspections and familiarizations performed by the Fire Department. Discussion was held as to the merits and disadvantages of conducting coordinated commercial property inspections. With the Board's direction, the Village Attorney will be consulted to determine any necessary ordinance modifications to allow these inspections.

Discussion was also held regarding garbage enclosures for multi-family and commercial properties. A recommendation to require enclosures may be brought before the Board at a future meeting, if it is determined there is a need for such during the inspection process.

IX. EXECUTIVE SESSION:

MOTION: Moved by Trustee Osth and seconded by Trustee Voss to recess to Executive Session for the purpose of discussing potential land acquisition. Upon roll call, motion was approved.

X. MISCELLANEOUS:

Trustee Price inquired about M.T. Barrels' window coverings and winterization.

Trustees Osth and Price inquired about the renovation by American City Bureau at 302 West Main Street. It was noted that the approved plans were adjusted during the renovation and the assistance of the Appearance Review Commission was invoked to return to the approved plan. The siding will remain two-toned until Spring, at which point it can be painted.

XI. ADJOURNMENT:

MOTION: Moved by Trustee Osth and seconded by Trustee Price to adjourn the Committee of the Whole Meeting. Motion was passed unanimously.

The Committee of the Whole Meeting adjourned at 9:03 pm.

ATTEST:

Kim Tibbetts

Larry A. Keller

Deputy Village Clerk

Village President

**COMMITTEE OF THE WHOLE MEETING
EXECUTIVE SESSION**

**Village of West Dundee
December 14th, 2009**

The Executive Session was called to order at 8:40 p.m.

Present were President Keller, Trustees Voss, Gillam, Price, Osth, Hanley and Yuscka. Also present were Village Manager Cavallaro, Village Attorney Brechin and Community Development Director Tymoszenko.

Discussion was held regarding potential land acquisition.

Motion: Moved by Trustee Osth and seconded by Trustee Price to adjourn the Executive Session. Upon roll call, motion was approved.

The Executive Session adjourned at 8:53 p.m.

Attest:

Kim Tibbetts

Larry Keller

Deputy Village Clerk

Village President