

VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE, ILLINOIS 61073
Committee of the Whole Minutes
Tuesday May 3, 2016

1. CALL TO ORDER

The Committee of the Whole meeting was called to order by Administrator DeGrave on Tuesday, May 3, 2016 at 7:09 P.M.

2. ROLL CALL

Present: Trustees Baxter, Gustafson, Petty, Swanson. Absent: Mallicoat, Muradian

3. APPROVAL OF MINUTES

3.1 Approval of April 19, 2016 minutes. DeGrave entertained a motion to approve. Trustee Petty made the motion; seconded by Trustee Swanson. Roll Call Vote: Trustees Baxter, Gustafson, Petty, Swanson – Yes. Trustees Mallicoat, Muradian - Absent. Motion approved 4-0-2.

4. PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

5. DISCUSSION AND RECOMMENDATIONS

5.1 Discuss and review revenue versus expenditure report for first quarter 2016. Treasurer Olson presented Budget vs Actual Report (**Attachment 1, 9 pages**). He stated Planning was at 61% and needed to be watched. Wages for part-time snow plowing was at 51%. Administrator DeGrave will look into Parks overtime as nothing should be charged to it in the wintertime. After extensive discussion on the budget, everything else was running pretty much on schedule.

5.2 Discuss Zoning department and recommend hours needed. Administrator DeGrave stated Zoning Administrator Sanders submitted a letter to President Krienke itemizing his overtime hours for March and April. It shows he is putting in considerably more time than he is being compensated for (**Attachment 2, 4 pages**). Mr. Sanders then spoke in defense of the extra hours he is putting in. He is asking the Board for an additional four hours per week on Fridays – an extra 16 hours per month - to handle residents coming in for permits and other questions that may come up. President Krienke stated there have been some major projects that have come in that were not anticipated, i.e. Northpointe expansion, Casey's, and Loves Park Motorsports; however, these are being reimbursed by escrow account. \$28,800 has been allocated to the zoning administration part of the budget and staff is asking for an additional \$10,000.00 for the unexpected added overtime expended. Trustee Gustafson made a motion to send to the Board for an additional \$10,000.00 to be added to the zoning administration part of the budget, waiving the rules of 1st reading and put under the Consent Agenda; seconded by Trustee Swanson. Roll Call Vote: Trustees Baxter, Gustafson, Petty, Swanson – Yes. Trustees Mallicoat, Muradian - Absent. Motion approved waiving 1st reading going straight to Consent Agenda for final approval 4-0-2.

President Krienke asked Mr. Sanders to make sure Loves Park Motorsport is open and the documentation for sales tax is coming to the Village.

5.3 Discuss and recommend a redesign of Village website. Administrator DeGrave received the proposal from Astute Web Group (**Attachment 3, 5 pages**). Trustee Swanson made a motion to send to the Board The Astute Web Group agreement to the Consent Agenda for final approval waiving the rules for 1st reading; seconded by Trustee Petty. Roll Call Vote: Trustees Baxter, Gustafson, Petty, Swanson – Yes. Trustees Mallicoat, Muradian - Absent. Motion approved waiving 1st reading going straight to Consent Agenda for final approval 4-0-2.

5.4 Discuss Economic Development initiatives for 2016. Administrator DeGrave stated in Drop Box was a summary of his exploration of International Council of Shopping Centers (ICSC) and Urban Land Institute (ULI) (**Attachment 4**). There is \$10,000.00 in the budget for economic development. The Board needs to start thinking about infrastructure; what kinds of businesses they want; and have selling points in place to entice new businesses. Mr. DeGrave would like to reach out to Retail Coach because they have a lot of information. The design work from RoRo by Ryan Rydall is another good source of information. DeGrave stated to start fixing the infrastructure, a utility tax on residence by ComEd would generate approximately a half a million dollars. This along with all residents paying for their garbage would add an additional half million dollars, and a 1% sales tax would generate \$1M that would go a long way towards infrastructure. Mr. DeGrave will put some numbers together in his Staff Report regarding the revenue generated by taxes.

6. OLD BUSINESS

- Trustee Petty asked status of Houseal. Mr. Sanders stated they are prepared to make a presentation to the Board on June 7th.
- Trustee Petty asked status of banners. Mr. DeGrave stated a letter has been sent threatening a lawsuit.
- President Krienke asked the status of Sarandy’s. Attorney Kurlinkus stated they are scheduled for the May 17th Board Meeting. Liquor Commission Meeting at 6:00 PM.
- Trustee Gustafson asked the status of the audit report. Mr. DeGrave stated it should be done by July.

7. NEW BUSINESS

None

8. PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

9. EXECUTIVE SESSION (If necessary)

None

10. ADJOURNMENT

Administrator DeGrave entertained a motion to adjourn. Trustee Petty made a motion to adjourn the meeting at 8:01 P.M.; seconded by Trustee Swanson. Voice Call Vote: All Ayes Present – No Nays heard.

Christina K. Marks, Village Clerk

APPROVED: _____