

**VILLAGE OF ROSCOE
10631 Main Street
Roscoe, Illinois 61073**

**Committee of the Whole Meeting Minutes
Tuesday, October 03, 2023
[Immediately following the Village Board Meeting]**

MEMBERS OF THE PUBLIC ARE ENCOURAGED TO PARTICIPATE IN THIS MEETING IN PERSON OR REMOTELY VIA VIDEO OR TELECONFERENCE.

**REMOTE ATTENDANCE INFORMATION IS AVAILABLE AT:
VILLAGEOFROSCOE.COM**

MINUTES

1. CALL TO ORDER

2. ROLL CALL

Present: Trustee Plock, Babcock, Petty, Mallicoat, Wright and Sima
President Gustafson

3. APPROVAL OF MINUTES

3.1. Approval of Minutes from the **September 19, 2023 COTW Meeting**

Administrator Sanders entertained a motion,
Trustee Wright made a motion to approve minutes.
Second by Trustee Mallicoat,
Discussion: None
Roll Call Vote: Trustee Sima, Wright, Petty, Mallicoat, Babcock and Plock
Motion Passed: 6-0-0

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

5. NEW BUSINESS

5.1. Presentation, Discussion and Recommendation of engaging the services of **Place Foundry, LLC related to planning for Main Street redevelopment project.
[Presented by: David Sidney – Place Foundry]**

Administrator Sanders summarized the presentation with recommendation, introducing David Sidney of Place Foundry. Mr. Sidney presented the board with information regarding Place Foundry. Place Foundry works with property owners, municipalities, and economic development organizations to implement place development strategies that create places where people want to live, visit, and invest. Mr. Sidney provided some examples of the current projects they have worked on, along with providing some case studies, along with market analysis, project timelines. Administrator Sanders thanked Mr. Sidney and stated this would be continued...

Trustee Babcock asked what would be the next steps? Administrator Sanders this would be then discussed on the 24th? Trustee Petty asked about the timeframe would there be a memo? President Gustafson stated 530pm on the 24th of October.

5.2. Discussion and Recommendation of amendments to fee schedule for rental of Porter Park Cabin

Administrator Sanders summarized the recommendation, providing the board with the total costs for upkeep of the cabin versus what was collected and returned. President Gustafson gave a summary of the request to increase the fees for the rentals, with raising the rental fee to \$400 a day from \$175 for residents and \$600 a day rental fee for non-residents from \$350 a day for non-residents. Trustee Plock stated he did not agree that the Village spent more than \$41,000 for the cabin last year. Trustee Babcock stated that you can't even get a hotel meeting space for this amount. Trustee Sima stated he believes that the fees are under priced but doesn't want to make this not accessible for the people, and the Village should concentrate on more volume. Trustee Sima feels the Village should market it more to get more rentals, and not such a dramatic price increase. Trustee Sima feels there should be a price increase but not that high, and should research the amount. Trustee Mallicoat asked what number would you do? Trustee Wright stated \$250.00, and Mallicoat stated he agreed with that amount. Trustee Plock stated he would like to see a category for businesses, local vs non-local.

Trustee Petty made motion to raise rental to \$250.00 for residents and \$400.00 non-residents

Administrator Sanders entertained a motion,
Trustee Petty made motion to increase rental price to \$250.00 for residents and \$400.00 non-residents
Second by Trustee Mallicoat,
Roll Call Vote: Trustee Wright, Petty, Mallicoat, Plock – Yes
Trustee Babcock – NO
Trustee Sima – no vote dropped
Motion Passed: 4-1-0

5.3. Discussion and Recommendation entering into an agreement with the Winnebago County Health Department relating to the **WCHD Tobacco Enforcement Program.**

Chief Hawley summarized the recommendation stating this is a contract between Roscoe Village Police Department and Winnebago County Health Department. With the goal to utilize trained youth agents monitoring tobacco and vape retailers within the Village of Roscoe. The purpose of program is to determine if local tobacco retailers are selling tobacco and vape products to youth under the age of 21 years.

Administrator Sanders entertained a motion,
Trustee Plock made a motion to approve minutes.
Second by Trustee Petty,
Discussion: None
Roll Call Vote: Trustee Wright, Petty, Mallicoat, Babcock and Plock -YES
Trustee Sima - Absent
Motion Passed: 5-0-0

6. OLD BUSINESS

7. PRESENTATIONS

7.1. Introduction to municipal Finances, Taxation, and Budgets

[Presented by Mark Olson, Village Treasurer]

Mark Olson provided the board with a demonstration and understanding of how the budget and tax levy works. The below was discussed on how the process works;

Budget Timeline 50 ILCS 330/3

- Board Meeting:
 - October 17, 2023 Draft Presentation of budget to Committee of the Whole
 - November 7, 2023 2nd Draft Presentation of budget to Committee of the Whole
- Tentative vote on budget for public hearing
- Set public hearing date
- Notice of Public hearing at least 30 days prior to the time of such hearing
- Must be made conveniently available to public inspection for at least thirty days prior to final action thereon November 21, 2023 General Discussion Truth in taxation (if necessary, Set Public Hearing)
- December 5, 2023 Public Hearing
- Final vote on property tax levy
- Final vote on budget
- December 26, 2023 2023 Levies must be filed with the County Clerk's office on or before 5:00pm. A "Truth in Taxation" Certificate of Compliance is required to be filed with your levy.
- File Budget Appropriation with the Winnebago County Clerk
- Property Tax Calendar
- Law: Chapter 35 – REVENUE 35 ILCS 200/ - Property Tax Code.
- Title 6 - Levy and Extension
- Deadline: Last Tue in December (12/26/2023)
- Truth in taxation, Legislative purpose. The purpose of this Law is to require taxing districts to disclose by publication and to hold a public hearing on their intention to adopt an aggregate levy in amounts more than 105% of the amount of property taxes extended or estimated to be extended, including any amount abated by the taxing district prior to such extension, upon the final aggregate levy of the preceding year.

AUDIO was lost

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

None

9. EXECUTIVE SESSION

None

10. ADJOURNMENT

No Audio

All in favor of adjournment- AYE