

The Committee of the Whole of the Village of Winnebago was held on July 16, 2025, at 6:06 p.m. with President Franklin J. Eubank, Jr. presiding. The link for the employees and the public to attend remotely was made available through GoToMeeting.

ROLL CALL: ACKERMAN – KIM - MCKINNON – SPRINGER – present
LEFEVRE absent

Guests: Attorney Mary Gaziano, Village Administrator Joseph Dienberg, Public Works Director Chad Insko, Treasurer Dana Novinson, Chief Jeff White, Lieutenant Nick Haff, Jeanne Mulrooney, Carrie Woolbright, Alyssa Glenn. At 6:14 Mallory Glenn and Heather Wilson entered the meeting. Brice Glenn arrived at 6:45 p.m., and at 6:46 Mr. Woolbright arrived.

4. ESTABLISHMENT OF A QUORUM – A quorum was established.

5. MEETING GUIDELINES

6. PUBLIC COMMENT – No one requested the opportunity to address the Board.

7. APPROVAL OF MINUTES

- a. A motion was made by MR. MCKINNON, seconded by MR. ACKERMAN to accept the minutes of the July 2, 2025, meeting as presented. Motion carried on a voice vote.
Mr. Dienberg asked to postpone items 8c. and 8d. until the business owners of Table Talk arrive, as he received a notification just as the meeting began that they were running late.

8. DISCUSSION

- c. Discussion of the Hotel/Motel Tax Implementation.

Mr. Dienberg noted that at the last meeting, potential regulations regarding Airbnb were discussed, along with the idea of adopting an ordinance modeled after the City of Rockford's short-term rental ordinance. He stated that the ordinance reviewed included a hotel/motel tax section. After consulting with Attorney Gaziano, he felt that if the Village wanted to impose a hotel/motel tax, it should be a separate ordinance. Additionally, he noted that as a non-home rule municipality, the maximum allowable tax would be 5%.

MR. ACKERMAN stated that the Unified Development Ordinance addresses temporary short-term rentals referred to as bed and breakfasts (B&B). MR. MCKINNON stated the UDO does not address the hotel/motel tax. MR. EUBANK asked if the Board wanted to pursue the hotel/motel tax. MR. KIM remarked that since the bulk of the work had already been done, why not have it in place if it becomes applicable in the future, which would provide an additional revenue stream.

MR. MCKINNON stated that it is a fair argument—if the Police Department is burdened with oversight duties without a corresponding revenue source, this ordinance would provide the necessary funding for those services.

MR. MCKINNON made a motion to table the tax on hotels, motels and Airbnb's, seconded by MR. ACKERMAN. Motion carried on a voice vote of those present.

- d. Short Term Rental Ordinance Discussion

Mr. Dienberg presented a draft ordinance modeled after the City of Rockford's ordinance for the operation of short-term rentals. The Board discussed the differences between bed and breakfasts and short-term rentals, as well as permitting and enforcement processes.

Based on the prior discussion regarding the hotel/motel tax, Mr. Dienberg will amend the proposed Short-Term Rental Ordinance by striking Section 15 (XV). The Board further discussed a possible text amendment to the UDO to clarify language regarding short-term rentals.

- a. An Ordinance Authorizing Designated On-Street and Municipal Parking to Satisfy Parking Requirements for 209 W. Main Street.

Mr. Dienberg stated that the proposed ordinance authorizes designated on-street parking and municipal parking. There was a lengthy discussion concerning parking spaces. MR. ACKERMAN stated the importance of separate downtown requirements in the UDO, since the current regulations hinder businesses in the downtown.

- b. Development Agreement for Table Talk Supper Club at 209 W. Main Street.

Mr. Dienberg introduced a proposed Development Agreement between the Village, the property owner, and the business owners of 209 W. Main Street. The Board and the business owners discussed the alley way, signage, parking, and smoke coming from the outdoor culinary smokers used for food preparation. PRESIDENT EUBANK suggested that the Mr. Dienberg, Building Official Aaron Moore, Mr. Insko, Luke Ziegler of Fehr Graham and Attorney Gaziano get together with Mr. Woolbright and Mr. Glenn to discuss the agreement prior to the next meeting.

9. EXECUTIVE SESSION– None needed

10. NEW BUSINESS – PRESIDENT EUBANK stated that since the Winnebago Area Chamber of Commerce has disbanded that he would like to host quarterly or monthly meetings with Winnebago business owners. It was also noted that a draft of Special Event Packet would be discussed at the next Committee of the Whole meeting on August 6, 2025.

11. ADJOURNMENT

A motion was made by MR. KIM, seconded by MR. MCKINNON to adjourn at 7:51p.m. Motion carried on a voice vote.

APPROVED: AUGUST 13, 2025

Kellie Symonds, Deputy Clerk