



VILLAGE OF WINNEBAGO

COMMUNITY DEVELOPMENT COMMITTEE MINUTES

Thursday, November 30, 2023 at 5:30 PM

108 West Main Street and Virtually

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m.

2. RECORDING OF THE MEETING AND GUIDELINES

The meeting was recorded.

3. ROLL CALL

PRESENT: Chairman Jason Ackerman, Mike McKinnon, Riley Pitney

GUESTS PRESENT: Attorney Mary Gaziano, Treasurer Sally Bennett, Deputy Clerk Kellie Symonds.

4. CONFLICT OF INTEREST DISCLOSURE

No conflict of interest was noted.

5. PUBLIC COMMENT

No request for Public Comment.

6. APPROVAL OF MINUTES

a. Approval of Minutes from September 28, 2023

A motion was made by Trustee McKinnon, seconded by Trustee Pitney to approve the minutes of September 28, 2023. Motion carried on a unanimous voice vote.

7. DISCUSSION

a. Property For Sale at 111 Soper Street - Car Wash owned by Jerry Langley

After discussion of the property at 111 Soper Street, (Car Wash owned by Jerry Langley) even if there was interest it would be substantially less than the asking price. Under the UDO (Unified Development Ordinance) there would be a problem with the set backs. The consensus of the committee was that there is no interest in the property.

b. 2024 Budget

The Committee moved to item "J" and discussed the 2024 Budget. Treasurer Bennett addressed the office salaries. She made the suggestion to change the ratio from 60%

Operations & Maintenance, 20% Community Development, and 20% General to 90% Operations & Maintenance and 10% Community Development. Trustee McKinnon questioned the amount of time spent on "billing" a clarification of scope of the work included: work orders, payments, delinquent notices, shuts-off as well as monthly billing.

The Memorial Park upgrade expenses was also rolled into 2024, and \$128,000 coming in from reserves.

Trustee Ackerman questioned the amount of allocated for the sinking fund. Trustee McKinnon suggested identifying what other projects on the horizon, and determine the potential cost and then allocate each year to be prepared for them. Trustee Ackerman spoke with Michelle Cunningham and learned that their recent construction of restrooms cost \$110,000. Trustee McKinnon noted that Community Development does not have staff assigned to follow up on tasks and projects. He also suggested an assessment of the facilities at Hurd-Young and Greenlee Park, as well as other properties.

c. Sinking Fund Increase for Development

Trustee Ackerman suggested increasing the Sinking Fund for the needed future projects of a public restroom, and/or upgrades to other properties. This will be discussed at the next Community Development meeting.

d. Unused Alleys in the Village - Legal Descriptions Cost to the Village

Trustee Ackerman stated that the unused alleys need to be addressed and determine if they are alleys that have been vacated or if they are easements.

e. Pamela Osbourne - Keep Illinois Beautiful Medication Drive for 2024

Trustee McKinnon stated the Medication Drive has changed since it began in 2016. Recently there has been less of a need for volunteers and fewer participation. The drive is planned for April rather than June, which would change the length of time the Village would store the medication.

f. Unified Development Ordinance Landscaping Section - adjustment for smaller lots in old business district - to restrictive for small lots

Trustee Ackerman made the suggestion to modify the landscaping ordinance of 1957 to allow for the smaller lots in the older area of town (downtown) which are one acre or less. Attorney Gaziano stated that it would be less discriminating if it was by lot size rather than zones.

g. Safe Routes to School Thank You Letter

Trustee Ackerman misread the email he received, it was not for a Thank you letter, but rather a Letter of Support for the Safe Routes to School Grant application, which was submitted in early October. No further discussion on this item.

h. Approval of Fireworks Display Quote - Pyrotecnico

A motion was made by Trustee McKinnon, seconded by Trustee Pitney to recommend to the Board to approve the Pyrotecnico Fireworks Display Quote to be held on July 3, 2024 at a cost of \$18,000. Motion carried on a unanimous voice vote.

i. NICOR Gas Ordinance

Treasurer Bennett summarized the agreement terms related to billing, and also suggested talking with Public Works Director Insko since the agreement also addresses easements.

j. Village Purchase of 3rd Garbage Can - Mathew Stahl's Eagle Scout Project

More information will be provided at the next Community Development meeting regarding the Eagle Scout Project.

8. NEW BUSINESS

9. ITEMS FOR REGULAR BOARD MEETING

The Pyrotecnico quote for the Fireworks Display at a cost of \$18,000.

10. EXECUTIVE SESSION (CLOSED SESSION) Pursuant to 5ILCS 120/2(c)

No closed session needed.

11. NEXT MEETING DATE

The next meeting is scheduled for December 28, 2023.

12. ADJOURNMENT

Motion made by McKinnon, Seconded by Chairman Ackerman. to adjourn. Motion carried on the unanimous voice vote.

The meeting adjourned at 7:03 p.m.

Approved: December 28, 2023

Jason Ackerman, Committee Chairman