

DRAFT

**July 20, 2010
Village of Sugar Grove
Regular Board Meeting
6:00 P.M.**

President Michels opened the meeting at 6:00 PM and asked that Trustee Bohler lead the Pledge. President Michels then asked that the roll be called.

Present: President Michels, Trustee Montalto, Trustee Renk, Trustee Geary, Trustee Johnson, Trustee Bohler and Trustee Taylor.

Quorum Established.

Also Present:

Administrator Brent Eichelberger, Finance Director Justin VanVooren, Community Development Director Richard Young,

PUBLIC HEARINGS

Kaneland School District KMS Annexation Agreement Amendment #2. President Michels opened the hearing, no member of the audience stepped forward to speak and a motion was made a seconded to continue the public hearing to September 7, 2010. Motion carried.

APPOINTMENTS AND PRESENTATIONS

None.

PUBLIC COMMENTS ON ITEMS SCHEDULED FOR ACTION

President Michels called for any public comments on items scheduled for action (as read by President Michels).

No more comments were / questions were asked – public comments closed

CONSENT AGENDA

- a. Approval: Minutes of the July 06, 2010 Regular and Committee of the Whole Meetings
- b. Approval: Vouchers
- ~~c. Approval: Treasurer’s Report~~
- d. Resolution: Authorizing the 2010 Pavement Marking Program
- e. Resolution: Providing for the retirement of certain municipal indebtedness by the use of motor fuel tax funds

Trustee Johnson moved **to approve the consent agenda removing item C – Treasurer’s Report**. Trustee Renk seconded the motion. President Michels then called for a roll call vote.

AYE:	Johnson	NAY:	None	ABSENT:	None
	Montalto				
	Geary				
	Taylor				
	Renk				
	Bohler				

Motion Carried.

Treasurer’s Report

Trustee Johnson moved to **approve the Treasurer’s Report**. Trustee Bohler seconded the motion. President Michels questioned why line items for Community Development and Public Works were lower than project. Finance Director Justin VanVooren stated that he was not totally sure however he would check and get back to the Board. Hearing no further comment President Michels then called for a roll call vote.

AYE:	Johnson	NAY:	None	ABSENT:	None
	Montalto				
	Geary				
	Taylor				
	Renk				
	Bohler				

Motion Carried.

GENERAL BUSINESS

Discussion Strategic Planning Goals Status

The Village Board reviewed the Strategic Goals, Short Term Complex and Routine. The following summarizes the discussion on each item:

Short Term Complex

1. Refine Economic Development Strategy to enable the Village to pursue expanded economic development. *This item is being worked on by the EDC Board. The meeting formats will change and local existing businesses will be invited to hear presentations and to present their needs. Trustee Geary stated that he felt a policy on incentives should be adopted by the Board. This was further discussed and the consensus was that the Board and Staff work with developers and local businesses as they approach as everyone’s needs are different. This will continue to be an informal policy. Progress is being seen on this goal.*
2. Restore Sugar Grove's reputation with commercial and residential developers. *The Board stated that they are pleased that the reputation of the Village is much better than it had been. This is evidenced in the fact that the Board does not hear complaints and much is being accomplished even in the current economic downtrend.*
3. Update the Village's Comprehensive Plan. *This is being done as developers come in at this time due to budget concerns and decreased staffing levels.*
4. Evaluate the current Rt. 47 corridor development plan to revise or reaffirm. *This has been an ongoing goal but the overall plan seems to be working well. The plan is considered by the Architectural Review Group when they meet to review a design proposal.*

5. Aurora Airport - attains greater cooperation, take advantage of development of possibilities near airport, and approach Aurora about sharing ownership/governance of the airport and the creation of an airport authority. *The openness between the City of Aurora and the Village is apparent as meetings have been held regarding ongoing airport business.*
6. Examine/refine/adopt the Village's facilities plan to reflect the revised future needs, population and operations. *There is nothing significant in light of decreased staffing and the economy.*
7. Improve state and federal relationships, distribute, inform and lobby for legislation of items that affects the community, lobby for improved transportation needs and for repairs to existing transportation routes and structures. *The Board is pleased that this has improved with the establishment of Metro West. Communities are working together, lobbying for local projects has been successful and Sugar Grove has benefitted by having improvements performed to local state route and the construction of Municipal Drive.*
8. Strengthen relationships with neighboring communities and county. *Again Metro West has led the way with bringing the communities and the county together.*
9. Finalize and adopt the street maintenance and transportation plan with funding sources identified. *This does need to be revisited soon. Staff is good about taking this into account at budget time and always looking for funding sources for the roadways in Sugar Grove that need to be repaired and those that are on the plan to be built.*
10. Adopt a Village-wide transportation bike plan w/funding sources identified. *Mary Heineman will make a presentation on the work done to date in the near future.*
11. Identify and purchase the future Public Works facility site. *It was recognized that the budget does not allow for any facility planning however staff was asked to keep an eye on land availability.*
12. Adopt a Design Guideline Ordinance. *Although this was once a goal with the formation of the Architectural Review Group this goal is no longer needed.*
13. Conduct a short-term Village staffing analysis. *On Hold.*
14. Build/add to our salt storage

Short - Term Routine Strategic Goals

1. Refine our processes and procedures for development review, and institute performance measures. *This process is complete*
2. Re-write the Village sign code. *This project is substantially complete.*
3. Develop a plan to provide information on the activities of the Village to those inside and outside the Village. *Completed.*

4. Establish a collaborative working environment to meet the needs of the business community. *This goal has been completed and yet will be ongoing as staff continues to meet with and work with the existing business community.*
5. Review our current zoning ordinance making minor adjustments. *In process.*
6. Complete a Metra Study. *In Process*
7. Focus on completing as many street repairs, road repairs as possible. *This is being done within budget constraints.*
8. Perform the National Citizen survey every other year. (Alternating with Strategic Planning Process.) *On hold due to budget constraints.*
9. Develop and implement a web based service request including follow-up and summary reporting. *Reviewed however not budgetarily feasible. Additionally no existing software will interface with current financial software as the current service request (internal only) does.*
10. Perform the Strategic Planning Process every other year. (Alternating with the survey.) *On hold due to budget constraints*
11. Attract/retain quality employees through competitive compensation and comprehensive training; developing staff for succession. *No budget.*
12. Accept the results of the Strategic Planning process as the consensus guide for decision making. *Done.*
13. Continue to pursue grants that are available. *On Going.*
14. Conduct a study of existing Village fees. *Completed.*

Discussion Action Plans

The Board asked for additional time to review the actions plans. This item will return to a later agenda for discussion.

NEW BUSINESS

None.

REPORTS

President Michels highlighted information that was given to him on the Wings of Freedom Tour at the Aurora Airport. This tour features the B-16, B-24 and the P-51.

Trustee Bohler asked how extensive the Emerald Ash Borer infestation was in town. Public Work Director Tony Speciale stated it is very extensive and has been found in all parts of town. Trustee Montalto asked about tree trimming. Director Speciale stated that at this time, staff is not trimming as there is no staff available. Trustee Montalto asked if it was okay for residents to trim their own parkway trees. Director Speciale stated that

private trimming is not encouraged.

Trustee Bohler thanked staff for stepping to the plate during this time (short staffing).

Trustee Taylor asked for a report on the number of people that are notified monthly regarding their utility bills being delinquent. She asked that the numbers be given from the beginning of the process to the end of the process.

Trustee Geary reminded everyone that Corn Boil was this weekend and lots of new items and events have been added. Trustee Bohler stated that the fireworks are on. Trustee Johnson reminded everyone to stop by Farmers Market at the Corn Boil.

President Michels reminded everyone of the Information Drainage Special Meeting on July 21st at the Fire Department at 7:30 pm

PUBLIC COMMENTS

None.

Closed Session

Trustee Johnson **moved to Adjourn to Closed Session to discuss Personnel and Litigation, taking no action and to adjourn there from.** Trustee Geary seconded the motion. President Michels then called for a roll call vote.

AYE:	Johnson	NAY:	None	ABSENT:	None
	Montalto				
	Geary				
	Taylor				
	Renk				
	Bohler				

Motion Carried.

Meeting adjourned.

Respectfully submitted, Cynthia L. Galbreath