

Community Development Meeting
June 24, 2021

Mr. Kimes called the meeting to order at 5:30 p.m.

Trustees Present: Mr. Kimes was present at the Village Hall. Mr. Pearson attended remotely. Mr. McKinnon was absent.

Guests: Pres. Frank Eubank, Sergeant Nick Haff, Casper Manheim, Kellie Symonds, Sally Bennett, Denise Speracino, and Stephanie King attended in person, and Atty. Gaziano were attended remotely.

Mr. Kimes stated the Executive Orders by Gov. Pritzker allowing for remote meetings.

Mr. Pearson made the motion to approve the minutes from the April 28, 2021 and seconded by Mr. Kimes.

There was not conflict of interest noted.

There was no Public Comment requested.

Mr. Kimes began with the update of Fourth of July items of the agenda.

Denise Speracino provided a report on the donations total to date, approximately \$11,000 has been received, this includes donations given in 2020 and 2021.

Sergeant Nick Haff has contacted Right-On-Time Designs for the banners, he received a quote of \$83.00 each for two banners.

He has been receiving emails and telephone calls regarding the parade. He discussed the line-up of the parade will begin at 8:30 a.m. There will be a barricade at Westfield and McNair. Sergeant Haff will also contact Illinois State Police and Winnebago County Sherriff's departments for additional assistance for traffic during the parade on July 4th. There will be a Fourth of July Team meeting at 7:00 p.m. on July 1st.

Fireworks are set to begin at dusk on July 3rd, since it is an airshow only display viewing should be good. There will be extra officers on duty that evening.

Chief Loria has been notified and will have the necessary equipment at the site.

Sergeant Haff confirmed that there will be handheld radios available to the volunteers during the parade and will have the donation cans available.

Casper Manheim then address the committee regarding his proposed permit process. Kellie Symonds explained the current permit process. Sally Bennett also explained the accounting process for the receipt of the Building Permit Fees, and that they are not trackable in her system. They are entered as a general entry. The system overall is complex and manual recording.

Casper Manheim then shared his proposed permit application process and forms he uses with the majority of the 12 other communities that he also serves. The streamlined process would eliminate repetitive handwriting of the numerous forms currently used. He also proposed a fixed monthly stiped rather than paid per inspection, which would eliminate time spent by the front office for that purpose. He suggested a date of September 1, 2021 to have permit forms and process in place.

Sally Bennett added that there is a scheduled demo with Incode this next week for a Permit and Projects application that would integrate with the current software and would eliminate her time spent making general entries for the permit fees received. She also recommended that the fees be directed to the Community Development Fund since the inspectors are paid from that fund. Pres. Eubank agreed that it sounded like a good idea.

Under New Business Mr. Kimes stated that he has been researching equipment for Memorial Park. He suggested that more space is needed to make room for the equipment to accommodate the different age groups. It is quite expensive

Mr. Kimes suggested a redesign and update of the Village Hall bathrooms. They are currently not A.D.A. compliant.

Pres. Eubank addressed the need for cable services in the Willingham Subdivision. He has spoken to Joan Sage of Comcast, and she has provided an approximate cost of \$378,000 of which Comcast would invest approximately 2/3 to the project. The ARPA funds can be used to update broadband services to unserved areas. Sally Bennett stated that we could potentially see \$185,000 in 2021 and \$185,000 in 2022 of this allotment by the Federal Government.

Motion to adjourn was made by Mr. Kimes and seconded by Mr. Pearson. Motion passed on roll call vote of those present.

Meeting adjourned at 6:36 pm.

APPROVED August 2, 2021

Kellie Symonds, Deputy Clerk