

MINUTES OF THE VILLAGE BOARD WORKSHOP
HELD ON THURSDAY, SEPTEMBER 8, 2016

GOALS AND OBJECTIVES

CALL TO ORDER

President Roth called the Workshop to order at 6:26 p.m.

ROLL CALL

Trustee William Harper	Present	Trustee Mary Thon	Present
Vacant		Trustee William Carlson	Present
Trustee Michael Baumer	Present	Trustee James Cecille	Present
President Billie D. Roth	Present		

All those answering “present” were physically present at the meeting.

Also present: Village Manager Sharon Caddigan; Village Clerk Kittie Kopitke; Village Attorney Tom Bastian; Community Development Director John Peterson, Building Official Adam Garcia and Code Enforcement Supervisor Deb Carrion; Finance Director Josh Peacock, Senior Accountant Lori Frankenthor and IT Coordinator Victor Ambroziak; Fire Chief Chris Clark and Deputy Chief Marv Kramer; HR Coordinator Karen Gray; Police Chief Ed Valente and Deputy Chief Daryl Syre; Public Works Director Matt Mann and Engineer Alex Riegler; Executive Assistants Leslie Bell and Laura Ortega. ESC Facilitators: Jim Norman, Bob McDonald, Craig Williams, David Gugel and Mike Thompson.

PLEDGE OF ALLEGIANCE

The Village Board is meeting for a workshop with staff to discuss the 2016 Goals and Objectives and plan for the 2017 Goals and Objectives.

ESC Facilitator Jim Norman worked through the “True Colors” exercise with the Board and staff, highlighting various diversities, similarities and communication styles.

The Board and Staff recessed at 7:14 p.m. Mr. Norman departed the meeting.

The Board and Staff reconvened at 7:42 p.m.

ROLL CALL

Trustee William Harper	Present	Trustee Mary Thon	Present
Vacant		Trustee William Carlson	Present
Trustee Michael Baumer	Present	Trustee James Cecille	Present
President Billie D. Roth	Present		

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Each department provided an overview of their departments achievements to date and noted any specific highlights and/or concerns.

Finance Director Josh Peacock noted the ERP Tyler/Munis project, and that all departments have had initial training/exposure to the system. Finance has a “go live” date of October 3rd with ongoing module implementation throughout 2017 and into 2018. He noted the Veterans Commission and the new Battlefield Cross monument installed during the 25th anniversary celebration of the Veterans Memorial. The Village’s Wellness Committee has teamed up with the Streamwood Park District for group walks,” lunch and learn” sessions, and also had Hanover Township representatives at a “parking lot” picnic for Village employees. Mr. Peacock stated the Village is in excellent financial condition, but cautions that the state’s financial issues are still a concern. Actuarial reports show that the Village’s pension contributions will increase by approximately 20% for the next year as investments returns are below expectations and people have a longer life expectancy. Staff has been working on initial 2017 budget preparation, and all departments have been working on a facilities audit so the FERF calculations and line items can be more defined and accurate in the coming years.

IT Coordinator Victor Ambroziak reviewed the purchase and installation of new network servers, and connection to a new, secure private network from Verizon Wireless that is free to municipal government. He noted the installation of the air conditioning system and uninterruptable power supply (UPS) in the server room on the lower level, and reviewed planned hardware replacements throughout the Village departments as well as implementation of Windows 10 software. A third cash register system has been installed at the Cashiers Counter in preparation for switching to the Tyler/Munis system and modification in procedure for cash handling. In addition, the credit card machines are now using internet connection (v dial-up analog) and are much quicker with the new technology and “chip-enabled” cards. WIFI for the Village Hall is also being planned and reviewed. The Police Department A/V and security

systems (door access and cameras) are being reviewed for upgrade, as much of the technology has evolved and is no longer being supported. Mr. Ambroziak briefly reviewed plans for 2017 and 2018 as well, dependent on budget allowances and critical needs.

HR Coordinator Karen Gray noted recent internal promotions, and training held with the Village's EAP provider including customer service, working with difficult people, and planning an Excel course for employees. She noted that four of the five union contracts have been settled and the one remaining (sworn police) is in negotiations. Ms. Gray noted the personnel movement within the Village, with 16 new hires in 2014, and 22 in 2015; many of these were due to retirements, resignations, disability, or incomplete probation periods. She notes recent testing and interviews for Fire Lieutenant, Police Sergeant, and additional Police Officer candidates, as well as upcoming tests for Firefighter/Paramedic, Code Enforcement Officer and Maintenance Worker. The Village has 186 approved positions, with 181 currently filled.

Community Development Director John Peterson stated almost 2,800 building permits have been issued for 2016, and noted that Westbrook Senior Living recently received occupancy after a lengthy building process that included over 500 individual inspections during the construction. Fiesta Market is working on their 5,200 square foot addition at the rear; they encountered a few difficulties but have been progressing well. McDonald's has been razed and is building re-built; the foundation and footings are in and re-opening is anticipated for December. Streamwood Behavioral Health Center is converting existing office space for new patient rooms as their care has now expanded to include adults. The former First American Bank Building, 1300 East Irving Park Road, is being converted into Amour Banquets with additions to the front and back of the building. Mobil Gas, 908 East Irving Park Road, is now being managed by the corporate property owner, and they have repaired fencing and landscaping. Merit Sleep, 900 East Irving Park Road, has been purchased by Fiesta Market to relocate an existing beauty salon into that space. The Islamic Mission group on Bartlett Road have purchased the "Dollar General" shopping center, and have been working to repair the parking lot. They have also purchased the El Matador parcel, and will be working with the Village as their plans progress.

Code Enforcement officers walked 32 streets within the Village, reviewing 742 homes and noting needed maintenance, repairs or "kudos" for each property. They are also "reminding" homeowners that their trash/recycling totes must be stored within or on the side of the property. Approximately 2,000 rental licenses have been issued, and reminders have been sent to all landlords about completion of the Crime Free Housing training prior to their 2017 renewals. Mr. Peterson also noted work on the facilities audit and preparation of updated FERF information for the coming budget planning.

Police Chief Ed Valente noted the Department is currently fully staffed with two new officers having just started Academy this week, and two graduating early next week. He reviewed the personnel changes over the past year, and briefly discussed assignments and potential personnel changes for the coming year. Chief Valente stated calls for service have been very similar in number to those in 2015, with approximately 15,600 calls for the year. He noted continuing outreach with the community, including Beat Meetings with the assigned sergeants, as well as neighborhood watch groups, Citizens Police Academy and Holiday Helping. Chief Valente noted working with Streamwood Behavioral Health Center for specialized training to benefit the

responding officers as well as the staff and patients at SBHC. He reviewed the DARE officers' work over the summer which included classes at the Poplar Creek Library, Kiddie Academy, Streamwood Park District and SBHC. These officers also visited area businesses and signed up 15 additional businesses for the Shop Streamwood site during their visits. DARE classes in the elementary schools have resumed with the start of the 2016-2017 school year.

Deputy Police Chief Daryl Syre reviewed the Crime Free Housing sessions for the landlords with Streamwood rental property. Classes have been available on-line and also in person. Monthly in-person sessions are planned from now through the end of the year. These classes are Streamwood-specific, and hope to allow better relationships between the landlords, police and the tenants.

Chief Valente and IT Coordinator Victor Ambroziak briefly discussed body cameras for the police officers, and the technical needs and compatibility with current equipment.

Fire Chief Chris Clark noted the Fire Department is one person short of full staffing as of this date, and that 14 of the currently fire staff are eligible for retirement at any time. The Department has been pairing new firefighters with seasoned personnel in a mentoring program that has been very helpful to develop leadership and talent in the newer firefighters. A slight increase has been noted in the calls for fire/EMS, and response times have been below 5 minutes from all three stations, and often fall below 4 minutes for many of the response calls. Fire personnel have started programs within the schools, both for the students and the teachers, to better their awareness and define how the fire department operates.

Public Works Director Matt Mann reviewed this year's road program noting approximately 7 miles of pavement was replaced, and that the program is coming to an end for the year. The receipt of federal and state funds allowed additional streets to be resurfaced as well as some additional sewer lining work. After completing the road work, PW personnel will start working on the Streamwood Oaks Golf Club cart path with hopes to redo one-third to one-half of the existing path, depending on the weather. Mr. Mann noted the delays in state operations due to budget issues have slowed the overall projects, including the Irving Park Road widening, East Avenue right turn lane, and North Avenue right turn lane. All three of these projects are in Phase 2 planning with IDOT and should be completed in mid-to-late 2017.

Engineer Alex Riegler reviewed the Park Avenue/Lake Street water main work, noting approximately 4,000 feet of main was replaced from the Library, south to Lake Street, and east to ACA. He noted a leak survey is being performed for the entire water system, sanitary sewer repairs are being done, and manholes are being inspected. EAB report – The village has removed 4,000 of the 4,100 ash trees affected. Approximately 3,800 trees will be replaced, and about 3,000 have already been replanted.

Village Manager Sharon Caddigan stated an E-Newsletter targeting the business community has been launched on a monthly basis; it is a complement to the Shop Streamwood site. Ms. Caddigan reviewed the on-going facilities audit/inventory and noted adjustments and longer-term maintenance and replacement plans which will be further discussed during budget workshops.

ADJOURN

Trustee Harper moved to adjourn the Workshop. Trustee Cecille seconded the motion. A voice vote approved the adjournment. The Village Board adjourned the Workshop at 9:07 p.m.

Billie D. Roth
Village President

Kittie L. Kopitke
Village Clerk

Approved this 6th day of October 2016