

**VILLAGE OF CARPENTERSVILLE  
BOARD OF TRUSTEES  
REGULAR BOARD MEETING  
March 2, 2021**

Board Meeting Location - Public Works Training Room, 1075 Tamarac Drive, Carpentersville, IL 60110

The regular meeting of the Village Board of Trustees was called to order at 7:00 p.m. Those present for roll call were Village President Skillman, and Trustees Garcia, Malone, O’Sullivan, Frost, and Vela. Also present were Village Manager Johnson, Attorney Stewart, and Village Clerk Mastera.

The Pledge of Allegiance was led by President Skillman.

**PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AND AWARDS** – None.  
**APPOINTMENTS, CONFIRMATIONS, AND ADMINISTRATION OF OATH** – None.  
**PUBLIC COMMENT** – None.

**CONSENT AGENDA** –

*President Skillman asked if any Board Member wished to remove an item from the Consent Agenda for further review and discussion. No removals were requested.*

Motion to approve the Consent Agenda by Trustee Frost, seconded by Trustee Garcia.

- A. Approval of Bills
  - Fiscal Year 2020 Bills List and Payroll Totaling: \$6,530.00
  - Fiscal Year 2021 Bills List and Payroll Totaling: \$1,207,510.90
- B. Approval of Minutes
  - Regular Board Meeting Minutes from February 2, 2021
- C. A Resolution Authorizing the Purchase of a 2021 Ford Utility Police Interceptor SUV
- D. A Resolution Authorizing the Purchase of Four 2021 Ford Utility Police Interceptor SUVs
- E. A Resolution Accepting a Grant in the Amount of \$100,000.00 from the Illinois Housing Development Authority’s Strong Communities Program
- F. A Resolution Approving Application and Agreement for ComEd Energy Efficiency Program

**Vote on Motion:**

6 – ayes (Garcia, Malone, O’Sullivan, Frost, Vela, and Skillman)  
0 – nay  
0 – absent

**Motion passed, approved by omnibus vote.**

## **REPORTS OF THE MANAGER AND STAFF –**

### **Administration Update - Manager Johnson**

- He stated that the new water meter readers were installed, so customers should get accurate bills going forward instead of the estimates.
- Staff and the Special Events and Parks Commission are starting to look into the possibility of special events that may happen later in the year as COVID-19 numbers fall and the vaccines are rolled out.
- The next Village Board Meeting will be back in the Village Hall Boardroom, as new carpet and seat cushion installation will be complete.
- Stated that he and Community Development Director Mason spent the day with Kyle Cofer, a consultant from Retail Coach driving around the village, determining areas of opportunities, and the idea of looking into sub-markets through cell phone analysis. Director Mason stated that staff will provide ongoing updates to the Village Board. He stated that staff and the consultants will also talk to property owners and other stake holders for their input. Mr. Cofer introduced himself and further explained what steps Retail Coach will be taking. Trustee O’Sullivan and Mr. Cofer discussed the potential for a strength and weakness analysis of nearby communities with the consultant. Trustee Frost gave Schaumburg as an example of a suburb with much success in attracting businesses, and stated that the village has three major corridors to focus on bringing new businesses to: Randall Road, IL Route 31, and IL Route 25. Trustee Garcia stated he would like to see car dealerships looked into as a possibility for new businesses which could also produce revenue. President Skillman said there is potential for a restaurant to come to the east side of the village.

**OLD BUSINESS** – None.

**NEW BUSINESS** – None.

## **TRUSTEE AND COMMITTEE REPORTS**

**Trustees Malone and Vela had no reports.**

### **Trustee Garcia had the following report:**

- He reiterated the importance of selling the idea of Carpentersville to businesses as the village and area need revenue and sales.

### **Trustee O’Sullivan had the following report:**

- The Audit & Finance Commission had its first meeting, and he reported that he was happy to see the fiscal responsibility put into the numbers. He stated that it was important for both the tax payers and employees to maintain the discipline they’ve shown, especially with the unknown fiscal effects of COVID-19 on the Village.

### **Trustee Frost had the following report:**

- He discussed the negotiations for the new public safety communication system cell tower, and thanked both Manager Johnson and Director Mason for their help and involvement in providing information.
- He congratulated Lt. Gillespie on his retirement from the Fire Department and congratulated

Firefighter Jackson on his promotion.

- He congratulated the Finance Department on receiving the Government Finance Officers Association (GFOA) Budget Award for 2020.

**President Skillman had the following report:**

- He also congratulated Lt. Gillespie on his retirement, and thanked him for his years of service, and always being someone who was fiscally responsible with Fire Department funds. He congratulated Firefighter Jackson on his promotion.
- He thanked Public Works Director Gray for continuing to work on Com-Ed related items.
- He reminded people to continue patronizing local businesses.

**CLOSED SESSION** – None.

The Board adjourned for a quick recess at 7:25pm.

The Board reconvened at 7:26pm.

**DISCUSSION CONCERNING OTHER VILLAGE BUSINESS** –

**New Business Opening Soon**

Manager Johnson updated the Board members about the status of a new cannabis shop which is predicted to open in a few weeks. He spoke about the potential timeline of the final stages, the final walk through, and how well the business owners and Village staff have worked together. President Skillman and Manager Johnson discussed the taxes related to the sale of cannabis, and where local and state revenue would go. Trustee Garcia asked to be kept apprised of any grand opening plans. Trustee Vela and Attorney Stewart discussed whether or not there would be the potential for another cannabis business to open in Carpentersville in the future.

**Parking Near Raceway Woods**

Manager Johnson updated the Board on a meeting he had with Director Gray and the Director of the Forest Preserve District of Kane County. Manager Johnson and the Village Board discussed the ongoing parking issues with the parking lot off Route 31, and the safety issues it was creating.

Forest Preserve President Chris Kious was in attendance and reiterated the need for the Village the

Forest Preserve to work together to find a solution. In general, the Village Board members agree that staff at both entities should brainstorm ideas. However, several trustees stated the need for caution around any financial involvement and reiterated the importance and necessity of fiscal responsibility, as they had emphasized earlier in the meeting. President Skillman stressed that importance of finding an answer so as to alleviate the safety issue along Route 31.

**ADJOURNMENT**

As there was no further business, Trustee Garcia motioned to adjourn the meeting, seconded by Trustee O’Sullivan. Voice Vote was unanimous: Aye – 6 (Garcia, Malone, O’Sullivan, Frost, Vela, and Skillman), Nay – 0, Absent – 0.

The meeting adjourned at 7:48 p.m.

Respectfully submitted,

Kelly Mastera

Kelly Mastera, Village Clerk