



**MINUTES
VILLAGE OF SUGAR GROVE
BOARD MEETING
December 3, 2024, 6:00 P.M.**

1. Call to Order

President Konen called the meeting to order at 6:00 p.m.

2. Pledge of Allegiance

Trustee White led the Pledge of Allegiance.

3. Roll Call

The Village Board meeting was held in person on December 3, 2024, in the Village Board room at the Police Department.

Present: President Jennifer Konen, Trustee Matthew Bonnie, Trustee Sean Michels, Trustee Heidi Lendi, Trustee James F. White.

Additional Attendees: Village Administrator Scott Koeppel, Finance Director Matt Anastasia, Community Development Director Danielle Marion, Economic Development Director Michael Cassa, Police Chief Pat Rollins, Attorney Laura Julien, and Deputy Village Clerk Madeline Dossett.

Absent: Trustee Sean Herron, Trustee Michael Schomas.

4. Public Hearing

a. Annexation Amendment Hannaford Farms Lot 95.

President Konen opened the public hearing to discuss the Annexation Amendment Hannaford Farms lot 95.

President Konen asked Director Marion if this was a regular business item. Director Marion responded yes. President Konen stated this has been done several times and proceeded to open public comment. No public comment was made, and the hearing was closed.

5. Appointments and Presentations - None

6. Airport Report - None

7. Public Comment on Scheduled Action Items - None

8. Consent Agenda

- a. **Approval:** Minutes of November 19, 2024, Board Meeting.
- b. **Approval:** Vouchers.

Trustee Michels asked that Item 8b. be removed from the Consent Agenda.

Motion by Trustee White, second by Trustee Bonnie, to approve the Consent Agenda removing item 8d. Approval of Vouchers.

Ayes: Michels, Lendi, Bonnie, White; Nays: None; Abstain: None; Absent: Schomas, Herron.
MOTION CARRIED.

Trustee Michels asks Finance Director Anastasia about the expense to the City of Geneva for \$30,000. Anastasia states that it is the expense of TriCom Dispatch.

Motion by Trustee Bonnie, Second by Trustee Michels, to approve the Vouchers.

Ayes: Bonnie, Michels, White, Lendi; Nays: None; Abstain: None; Absent: Schomas, Herron. MOTION CARRIED.

9. General Business

a. Ordinance: Annexation Amendment Hannaford Farms – Lot 95.

Community Development Director Marion states the payment for Lot 95 has been received. The process after payment has been received is to amend the annexation agreement and release the lot owners from any future obligations with public improvements.

Trustee Bonnie asked if this was a McCue home, Trustee Michels confirmed. Neither think it is a good idea to vote on this item.

Motion by Trustee White, second by Trustee Bonnie, to postpone an Ordinance: Annexation Amendment Hannaford Farms – Lot 95 for the December 17, 2024 meeting.

Ayes: White, Lendi, Bonnie; Nays: None; Abstain: Michels; Absent: Schomas, Herron.
MOTION CARRIED.

b. Ordinance: Tax Levy for fiscal year May 1, 2025, to April 30, 2026.

Finance Director Matt Anastasia says nothing has changed since the announcement. As of right now, the Village is still projecting a 1.73% levy increase to capture new construction and a 0% levy on existing residential.

Motion by Trustee White, second by Trustee Michels, to approve an Ordinance for the Tax Levy for Fiscal Year May 1, 2025, to April 30, 2026.

Ayes: Michels, White, Lendi, Bonnie; Nays: None; Abstain: None; Absent: Schomas, Herron.
MOTION CARRIED.

c. Ordinance: Tax Levy for Fiscal Year May 1. 2025, to April 30, 2026, Mallard Point Special Assessment Levy.

Finance Director Matt Anastasia says this item is in conjunction with item 4 under General Business. He says there was a settlement in 2012, collecting the flat dollar amount for Rolling Oaks or Mallard Point, collected by the Village and paid to Kane County.

Motion by Trustee White, Second by Trustee Bonnie, to approve an Ordinance for Tax Levy for Fiscal Year May 1, 2025, to April 30, 2026, Mallard Point Special Assessment Levy.

Ayes: White, Bonnie, Michels, Lendi; Nays: None; Abstain: None; Absent: Schomas, Herron. MOTION CARRIED.

d. Resolution: Declaring Notice of Installment, Accrual of Interest, and Adoption of Special Assessment Supplemental Bond and Procedures Act for Mallard Point.

Motion by Trustee White, second by Trustee Bonnie, to approve a Resolution Declaring Notice of Installment, Accrual of Interest. And Adoption of Special Assessment Supplemental Bond and Procedures Act for Mallard Point.

Ayes: White, Bonnie, Michels, Lendi; Nays: None; Abstain: None; Absent: Schomas, Herron. MOTION CARRIED.

e. Ordinance: Tax Levy for Fiscal Year May 1, 2025, to April 30, 2026, Special Service Area #10.

Finance Director Anastasia says that there has not been a Tax Levy on the Special Service Area #10 since the Tax Year 2016. The approved assessment allows a levy of \$0.50 per \$100 of EAV, but it can be lower. Based on previous years, the levy was \$0.20 per \$100 of EAV; he says this is what the Village uses to maintain that area.

Trustee Michels said the anticipated expenses are \$10,000 - \$12,000 annually, and this area is only worked on every few years. Director Anastasia says this is based on the 3-year program that has 1 year left; with the new agreement, this will be evaluated.

Motion by Trustee White, second by Trustee Bonnie, to approve an Ordinance for Tax Levy for Fiscal Year May 1, 2025, to April 30, 2026, Special Service Area #10.

Ayes: White, Bonnie, Michels, Lendi; Nays: None; Abstain: None; Absent: Schomas, Herron. MOTION CARRIED.

Motion by Trustee White, second by Trustee Bonnie, to approve an Ordinance for the Tax Levy for Fiscal Year May 1, 2025, to April 30, 2026, Special Service Area #10.

Ayes: White, Bonnie, Michels, Lendi; Nays: None; Abstain: None; Absent: Schomas, Herron. MOTION CARRIED.

f. Ordinance: Abating 2024 Taxes Related to Debt Service 2013A Bonds.

Finance Director Anastasia states this is for abating sales tax to take it off the bills.

Motion by Trustee Michels, second by Trustee White, to approve an Ordinance Abating 2024 Taxes Related to Debt Service 2013 A Bonds.

Ayes: Michels, White, Lendi, Bonnie; Nays: None; Abstain: None; Absent: Schomas, Herron. MOTION CARRIED.

g. Ordinance: Abating 2024 Taxes Related to Debt Service 2017 Bonds.

Director Anastasia says this is the same process of abating taxes to take them off the tax bills. He says the 2017 bond is the refunding of a water bond.

Motion by Trustee Michels, second by Trustee Bonnie, to approve an Ordinance to Abate 2024 Taxes Related to Debt Service 2017 Bonds.

Ayes: Michels, Bonnie, White, Lendi; Nays: None; Abstain: None; Absent: Schomas, Herron. MOTION CARRIED.

h. Resolution: Authorizing the New Home Fee for the Village of Sugar Grove.

Finance Director Matt Anastasia says this is a continuation of the discussion held on November 29, 2024, Board Meeting. The new home fee will be \$17,850, with a Building Permit based on \$0.31/sq. ft., and a minimum permit fee of \$1,135. He stated while collecting a survey of other nearby towns, Everyone has different fees for building, road, and impact fees based on the needs of their community. With a minimum permit fee of \$1,135 and 3,661 sq. ft., the cost would be \$15,333. President Konen explains there is less room for error, making it easier for staff.

Trustee Michels asks Director Anastasia about fees listed per acre in the chart provided and asks if the correct information has been provided. Director Anastasia says he only requested impact fees, and with little time he did not survey building permit fees as well.

President Konen says the annexation agreement for Settlers Ridge was roughly \$10,000. She says we need to ensure development continues with Ryan Homes and we aren't slowing their process down. There needs to be a reasonable permit fee; they need to increase from \$10,000, but rather than \$17,850, they will raise it to \$15,333.

Trustee Lendi requests a spreadsheet that is more straightforward and easier to read with permits and the amount for the developers.

Motion by Trustee Bonnie, second by Trustee White, to approve a Resolution Authorizing the New Home Fee for the Village of Sugar Grove.

Ayes: Bonnie, White, Lendi; Nays: Michels; Abstain: None; Absent: Schomas, Herron. MOTION CARRIED.

i. Resolution: Amending Zoning, Subdivision, Building Permits, and Other Charges for FY 2024.

Director Anastasia says this was brought back after the board requested to see what a permit fee would look like to ensure it covers the village's cost. Based on Mass Grading The permit fee and a Solar Field installation permit for a 10-mW system were presented, and the cost would be around \$51,150 for a permit.

Trustee White thanks Finance Director Anastasia for doing a great job with the village's budgeting and ensuring it is 100%. President Konen Agrees with Trustee White.

Motion by Trustee White, second by Trustee Bonnie, to approve a Resolution for Amending Zoning, Subdivision, Building Permits, and Other Charges for FY 2024.

Ayes: White, Bonnie, Michels, Lendi; Nays: None; Abstain: None; Absent: Schomas, Herron. MOTION CARRIED.

j. Resolution: Approving an Intergovernmental Agreement with the City of Aurora for Transferring an Emergency Warning Siren to the Village of Sugar Grove.

Trustee Bonnie steps out of the room at this time.

This item has been brought back from a previous board meeting on May 21, 2024. The City of Aurora wants to terminate an existing IGA with Sugar Grove with their role in the Emergency Warning Sirens. In 2001, an IGA was executed to relocate an existing siren next to Fox Metro off Galena and Rt. 56 to Mallard Subdivision.

The City of Aurora is donating this siren to the Village at no cost, due to this, the City of Aurora will no longer activate the siren. Chief Rollins says the siren does a weekly silent test to make sure everything is working correctly, and the police department has access and control to all the sirens.

Trustee White thanks Chief Rollins and thinks it is great Aurora is donating the siren to the Village.

Village Administrator Scott Koeppel says the City of Aurora is very accommodating and a good partner. When the Village sets off the warning siren, parts of Aurora will also get a warning depending on the path of the storm.

Motion to approve by Trustee Michels, second by Trustee Lendi, to approve a Resolution Approving an Intergovernmental Agreement with the City of Aurora for Transferring an Emergency Warning Siren to the Village of Sugar Grove.

Ayes: Michels, Lendi, White, Konen; Nays: None; Abstain: None; Absent: Schomas, Herron, Bonnie. MOTION CARRIED.

10. Public Comment

Lou Lendi Commented on the Village Rebranding and Mascot.

Jaden Chada Commented on the Village rebranding and Mascot.

11. Discussion Items

a. Ordinance Approving the Final Planned Unit Development for Sugar Grove Center Lot 9 (Jiffy Lube).

Community Development Director Marion starts the discussion by stating that Guggenheim Development Services sent an application for final PUD approval and a special use permit for an automobile service shop in Lot 9. They want to build a Jiffy Lube in this space. The Plan Commission held a public hearing on November 20, 2024, discussing the final PUD and the special use permit and had no concerns about the proposal.

Trustee White asked why there is no landscape being added to the western boundary of the property. Director Marion says the final PUD has nothing there but that can be changed. Part of the Plan Commission's recommendation was to include a deviation from the foundation planning since it does not make sense to require there to be an 8 ft. planting bed in front of the building.

Trustee Michels asked Director Marion if the architectural review committee reviewed the plans, she responded and said the Village does not have that committee anymore. Trustee Michels points out how a lot of the other buildings in this area have brick or stone and this building does not.

President Konen agrees, and she is not a fan of the architecture of this building, comparing it to the stone one in Huntley IL. She understands Jiffy Lube represents with the red that is shown on this building, she would prefer a design with more stone or brick to match the other buildings in the area.

Trustee Lendi says she does like the design of this building agreeing with President Konen. She does not think the bright red color with little brick fits into the other architecture of the area.

Trustee Bonnie says he does not mind it, and the building is nice. He is not a big fan of having everything match and thinks a little bit of change is okay. He thinks the red stands out and lets others know what it is compared to a beige Jiffy Lube. He thinks sometimes the standard for new businesses is too high, Jiffy Lube is going to provide employment and cheaper oil changes for the community.

Trustee White asks if the brick on the building could get brought up, covering a lot of the building and leaving some red at the top. Trustee Lendi agrees, she does not mind some of the red.

A representative from Guggenheim Development agreed with Trustee Bonnie. People look for familiar places that stand out and he related to that. He is going to take the boards ideas and concerns with him and further review them.

b. Rebranding Village & Mascot.

Village Administrator Scott Koeppel started the discussion by letting everyone know the Village has \$30,000 for rebranding within the budget. He says now is the right time for a rebrand to be done due to the high cost of painting a water tower and the cost to install and replace the entrance signs. There will be a new water tower put in along with two new signs and another sign from Lennar. With the new upcoming builds, it is cheaper to rebrand as they get built or installed.

Administrator Koeppel provided an example of a rebrand given to the Village given for free. He says the Villages brand is a little dated, if it does not get updated that is fine, but with the new installments now would be the time.

He says the mascot was an idea brough forward by the Enhancement Committee which suggested a Grey Horned Owl, which is present in the Villages Forest preserves. With the possibility of a rebrand, a mascot would be something to work on now as well.

He says staff is looking for direction whether to bring in a firm or if there should be a subcommittee along with widespread input from around the Village for feedback.

President Konen states the leaf in the presented image for a rebrand is not correct but some of the banners represent quilting from the historical society. She explains this is just a starting point for an example of what a rebrand could look like. This is being brought to the board due to the upcoming projects and is by no means a final idea.

Trustee Lendi says the Village would not go repaint a water tower that does not need to be repainted just to put a logo on it. She also explains the water tower will be getting painted as it is built to clear up

confusion. She says she would like to see more community involvement in the rebrand and mascot idea. She would rather the money go towards a high school or college students' idea or someone from the community also allowing them to expand their portfolio for their desired career path.

Administrator Koeppel thinks it would be better to use a professional for the rebrand and for the mascot use students from the elementary school or high school. Trustee Lendi believes the kids should be involved and have something to get excited about when helping the community.

Trustee Bonnie thinks it is time for a rebranding since the current logo is not digital friendly. He would like to see new ideas and maybe the current logo be incorporated into the possible new one to keep the history. He also thinks it is a good time to have this discussion with the new builds and installations. He brings up how budgeted amount will most likely not be used, and the price can be a lot less.

Trustee White says he was at first opposed, but after hearing some of the reasons why he understands why it is time for a rebrand. He would also like to get the community involved as well.

Trustee Michels says he is opposed to the rebranding and there are other issues to be worked on such as the drainage at the east and west side of town. He thinks these issues need to be addressed first and does not like the idea proposed. He says he prefers the current logo that represents the Village and thinks it is hard to improve from the current one. Also thinking this project should be left to professionals. Trustee Lendi states professionals will execute it with the help from the children. Trustee Michels is also concerned about the cost of stickering cars. Trustee Bonnie reassures him it will cost the same amount, and cars will only be stickered when they are replaced or in need.

Trustee Michels brings up the drainage problems on the east and west side of town and says the money needs to be put towards that. He says people have gotten water in their basement; Trustee Bonnie thinks this was something that should have been brought up before if it is an issue. Michels says it was from the year 1996. Bonnie has not heard of this being an issue and will have further discussion with Public Works Director Brad Merkel.

President Konen wants to bring this discussion back when more board members are available. Village Administrator Koeppel asks the board if they would prefer to have a subcommittee, Trustee White is in favor.

c. Amending the Financial Policies – Utility Billing Policy for the Village of Sugar Grove.

Finance Director Matt Anastasia says he would like to begin adding a new Utility Billing Policy to the Financial Policies Document. He did a survey on surrounding communities to see what they do regarding this. He looked at communities that provide a credit for things such as pool filling to see their credit and penalties.

President Konen asked Director Anastasia how this is measured, he said by looking at previous month's bills, helping determine the credit. President Konen also believes there should be a sewer credit.

He says the village currently does not offer any sod watering credits; he did survey other communities. Residents are required to get a Sod Watering Permit from the Building Department. Currently residents can have 1 waiving of penalty between a 1-month period.

Trustee Lendi asked how often the Villages uses the payment plan option for this, Director Anastasia said not very often. He said it works very well with the agreement for those who choose to use it.

Director Anastasia said the Community Development Department does not check for outstanding balances prior to issuing a permit.

President Konen and the board agree that permits should no longer be issues to those who are delinquent on existing bills proceeding.

Director Anastasia said adjustments can be made with residents contacting the Village. President Konen thinks staff is doing a great job at directing and helping residents with grace and understanding.

d. FY25-25 Mid-Year Budget Update.

Finance Director Matt Anastasia went over the general fund, this does include a one-time settlement payment from Metronet regarding them potentially providing service in the Village. Director Anastasia also goes over other revenues such as State Income Tax, State Sales Tax, and State Use Tax.

He discussed some General Fund Expenditures such as I.T. Services that are under budget along with Legal Services. He also went over expenditures for the Police Department, Economic Development, Public Works, and Community Development.

One of the items removed from the FY24-25 Budget is iPads for the Board. President Konen asked the board if they would prefer paper copies of the agenda or iPads. They all agreed to keep paper rather than create an extra expense.

A one-time project about Axon Auto-Tagging Software for the police department is discussed. Chief Rollins says this software automatically takes information and creates a tag and puts together information, saving time and work for police officers. Also eliminating errors due to manually typing in information letting officers work more efficiently. The board agrees to this expense and says it is necessary. Trustee White brings up the license plate readers, Chief Rollins says there are 4 readers throughout the Village. Chief has asked to receive 4 more readers from Axon within budget. Trustee Bonnie says these readers are a huge help to keep the community safe. President Konen agrees with Trustee Bonnie in the importance of keeping the community safe.

Public Works has requested Portable AEDs for crew trucks. Currently, they do not have any. Trustee Lendi thinks these are necessary and they need them as soon as possible for safety reasons. It is within budget.

Director Anastasia discusses Projects Fund, Industrial TIF funds, and Capital Infrastructure Fund. There were a few listed unbudgeted items for discussion for the board, they all agreed on these items.

Director Anastasia further discussed water and sewer funds.

e. FY-26 Salaries & Wages – COLA.

Director Anastasia discusses a salary schedule update with all positions in the Village, completed every 3 years. The board approved 3-year contracts for the Sergeants and Patrol unions for FY2024-2026. Director Anastasia listed articles from the Bureau of Labor Statistics and Social Security on CPI-U and COLA. Last year the average was 4.00% for Patrol & Sergeants, Non-Union Employees received 3.00%. Staff are recommending based on the existing Union Contracts average and compensation rates for the prior year a 4.00% COLA increase for FY2025-2026.

Trustee Michels things the 3.5% is the best to be level with Naperville-Chicago. Village Administrator Koeppel says he suggested the department heads be at 3% and all other employees outside of the unions be at 4%. Trustee Michels doesn't see the need to differentiate. President Konen asks Director Anastasia to bring back a breakdown of compound cost back to the board to review.

12. Reports

a. Staff Reports-

Administration

Village Administrator Scott Koeppel states that MetroNet and Comcast are still being discussed and negotiated from the last meeting. Information will be brought back soon due to the Thanksgiving Holiday; it was not ready by the meeting time. Administrator Koeppel thanked the new Deputy Village Clerk Madeline Dossett for filling in for Village Clerk Tracey R. Conti while she was out. He thanked Madeline for doing an excellent job and he's glad to have her on the team.

Trustee White asks if MetroNet is ending their streaming. Administrator Koeppel says because there is a franchise agreement they have offered the Village a settlement and are also willing to train anyone who needs help with streaming. He says he got directions from the board at the last meeting to try and get a better amount or a credit towards the Villages bill that would be beneficial for both parties. President Konen says Comcast wants to help work in residential areas.

Finance – Nothing more to add.

Community Development

President Konen asked Director Marion about the progress on Starbucks. Director Marion said she is waiting for them to provide the bond the Village requires and to submit to Fox Metro.

Police Department – Nothing more to add.

Economic Development—Several meetings and follow-ups have been happening as a result of the Broker's Reception. We will have a debriefing regarding the Broker's Reception and start planning again for next year. This will be an annual event.

b. Trustees Reports-

Trustee Michels – Nothing more to add.

Trustee Lendi said she will be attending the library board meeting on December 18, 2024. She said Holiday in the Grove is coming up and the library will be hosting many different events.

Trustee Bonnie – Nothing more to add.

Trustee White – Nothing more to add.

a. President Report-

President Konen gave a reminder that the tree lighting on December 6, 2024. Then a reminder for the pancake breakfast on December 7, 2024. She brought up that the library has many events going on along with several markets and the historical society doing guided tours.

13. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- Litigation – 5 ILCS 120/2(c)(11)
- Property/Land Acquisition – 5 ILCS 120/2(c)(5)
- Sale of Property – 5 ILCS 120/2(c)(6)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

14. Adjournment

Motion by Trustee White, second by Trustee Michels, to adjourn the meeting at 8:58 p.m.

Ayes: White, Michels, Lendi, Bonnie; Nays: None; Abstain: None; Absent:

Herron, Schomas. MOTION CARRIED.

ATTEST:

/s/ Madeline Dossett

Madeline Dossett

Deputy Village Clerk