

**CITY/LIBRARY DISTRICT TASK FORCE
MEETING MINUTES**

Regular Meeting of Thursday, October 30, 2008 - 7:00 p.m.
At Warrenville Public Library District
Board Room
28W751 Stafford Place, Warrenville, IL 60555

AGENDA

I. CALL TO ORDER

The meeting of the City/Library Task Force was called to order at 7:00 p.m. in the Library's Board Room by Library Director Whitmer.

a. Roll Call

Members present: Library Trustee Barbara DuRocher, Alderman Dave Schultz,

Members absent: Library Trustee Ed Clark

Also present: Library Board President Sharon Goodman, City Administrator John Coakley, Library Director Sandra Whitmer, Library Trustee Robert Johnston and resident Carrie Leonard

b. Select Chairperson

Alderman Schultz nominated Director Whitmer to serve as chairperson. There being no objections, Director Whitmer accepted.

c. Request for changes to agenda – none

II. PUBLIC FORUM

a. Citizen's comments

Mr. Johnston noted that the meeting location should be included in the minutes of the task force.

III. APPROVAL OF MINUTES

- a. City/Library Task Force regular meeting of January 9, 2008

Motion: Alderman Schultz moved to approve the minutes of the January 9, 2008 City/Library Task Force Meeting as written with the addition of the meeting's location. Library Board President Goodman seconded. Voice vote – all ayes. Motion carried.

IV. OLD BUSINESS

- a. Update on Bob Walters Commons

Director Whitmer stated that the administrators of the City, Library District and Park District have been working together to draft the necessary intergovernmental agreements and policies related to the operations, maintenance and scheduling of Bob Walters Commons. City Administrator Coakley updated the Task Force on the planning process indicating that the final plans are awaiting inclusion of electrical design work. He noted that the timeline for this project will be dependent upon funding. In response to the City Council's desire to fund the project through donations, Mayor Brummel has contacted several individuals to inquire about their willingness to assist with the fundraising process. The task force members agreed that a meeting between the elected officials of all three agencies will be necessary at a future date.

V. NEW BUSINESS

- a. Library District request for refund of re-roofing project permit fees

Director Whitmer reported that the Library Board would like to ask for a refund of the permit fees for the Library's recent re-roofing project. Permit fees totaled \$1245.75. While the Library understands that the City does incur expenses during the review process, the Board questioned whether the fee exceeded the City's actual costs. Library Board President Sharon Goodman asked whether it would be possible to negotiate an agreement that the Library District would pay a reduced fee or a fee equivalent to the City's actual expenses for any future building permits. Administrator Coakley noted that the Community Development staff do

not track time on a per-project basis. Alderman Schultz asked whether it was possible for City staff to estimate the time spent reviewing a particular permit application. It was recommended that the Library make a two-fold request on this matter to the City's Community Development Committee of the Whole. The Library's Board will discuss the request at its November meeting and forward the request to the City.

b. City update on Musselman property

The Library requested an update on the status of the neighboring Musselman property. Administrator Coakley noted that the City received two development proposals in response to the RFQ/RFP. Because of the low response and the economic downturn, the City is not considering any development proposals at this time. The City recently awarded a bid for demolition of the building. The demolition is expected to be complete by year's end. Director Whitmer thanked the City for encouraging the Fire District to communicate training dates and times so that the Library could take precautionary measures so that smoke would not enter the Library. She also thanked the Police Department for notifying staff of training exercises that would be taking place. Administrator Coakley stated that the building has afforded the Fire District many valuable training opportunities.

c. Library concerns regarding fireworks at Holly Days event

Director Whitmer expressed the Library's concerns regarding the proposed location of fireworks for the December 5 Holly Days event. These concerns arose after the fireworks in January that originated at the Musselman site. Administrator Coakley stated that a representative from the Fire District informed him that the Fire District will not issue a permit for the Musselman site or the alternative Mount Street site due to similar concerns. Alternative sites are currently under consideration.

d. City update on TIF#2 and future TIF #3

Administrator Coakley shared that the process of creating a third TIF district requires additional research and analysis. The City has hired an attorney who specializes in TIF district law to guide the City through the process. Library Board President Goodman asked if the impact of TIF #3 would be as significant as TIF #1 and TIF #2. Administrator Coakley noted that while specific impact is not known at this stage, the impact would not be on the same scale as the Cantera TIF. Library Trustee DuRocher asked about the impact of the economic downturn on development in the TIFs. Administrator Coakley reiterated the importance of having the appropriate plans in place so that the City is ready to move forward with development when the economy improves. He added that further analysis is necessary to determine whether TIF #2 would continue beyond the creation of a third TIF district, as several parcels in TIF #2 would likely be removed to TIF #3. Currently, TIF #2 is slated to end in 2017. Alderman Schultz noted that the City is not committed to TIF #3 at this point and is relying on the expertise of the attorney hired by the City. In any case, the Library and other taxing districts would be notified prior to the establishment of a new TIF district as there are strict timelines and actions required by state law.

e. Scheduling of Next Meeting Date & Time

The members of the task force agreed that the next meeting would be scheduled as needed. Director Whitmer asked if any of the task force members would be opposed to holding future meetings in the late afternoon. The members in attendance were not opposed to the suggestion.

VI. ADJOURN

Motion: Alderman Schultz moved to adjourn the meeting at 7:39 p.m. Seconded by Trustee DuRocher. Voice vote – all ayes. Motion carried.