

COMMITTEE OF THE WHOLE MEETING
Village Hall, 102 S. Second Street

December 12, 2016 - 7:00 pm
Village of West Dundee

I. CALL TO ORDER:

President Nelson called the Committee of the Whole Meeting to order at 7:04 pm.

II. ROLL CALL:

Present were Village President Christopher Nelson, Trustees Dan Wilbrandt, Michelle Kembitzky, Tom Price, Pat Hanley and Andy Yuscka. Trustee Billy Pflanz was absent.

Also present were Village Manager Cavallaro, Finance Director David Danielson, Community Development Director Scott, Fire Chief Randy Freise, Police Chief Andy Wieteska, Public Works Director Babcock, Attorney Kathleen Field Orr and one (1) people in the audience.

III. PLEDGE OF ALLEGIANCE:

Trustee Yuscka led the Board and audience in the Pledge of Allegiance.

IV. APPROVAL OF AGENDA:

MOTION: Moved by Trustee Price and seconded by Trustee Hanley to approve the agenda. Upon roll call, motion was unanimous.

V. VILLAGE PRESIDENT'S REPORT:

President Nelson commended the Public Works Department for snow removal operations during the sustained snow event over the weekend.

VI. REPORTS AND QUESTIONS FROM TRUSTEES & WORKING GROUPS:

There were none.

VII. VILLAGE STAFF REPORTS:

Director Babcock noted that there remains some work to be done regarding snow removal from the weekend's storm. Trustee Wilbrandt inquired about the Village's salt supply, to which Director Babcock stated supply is more than sufficient at this time.

Deputy Clerk Tibbetts noted that Village Hall is beginning to prepare the next printed Village Newsletter, which will include a year in review article, and asked that the Board advise of any topics they would like covered.

VIII. QUESTIONS FROM THE AUDIENCE:

- A. Items on the Agenda – There were none.
- B. Items not on the Agenda – There were none.

IX. ITEMS FOR DISCUSSION:

A. Capital Projects - Sewer & Water Capital Funding

Manager Cavallaro presented an overview of Fund 4 (Capital Projects Fund) and Fund 5 (Community Development Fund). He noted that the Board's directive in recent fiscal years has been to draw down the fund balance for capital needs, and that the projected available balance of Fund 4 will be \$438,000 at the end of FY 2016/17.

He discussed the 5-year Sewer & Water Capital Plan, identifying about \$500,000 annually in capital needs and proposed funding options to meet this proposed budget. The plan identifies the most immediate infrastructure improvement needs of the sewer and water systems, as well as additional annual financial obligations for capital improvements of the Fox River Water Reclamation District as a user of this system.

Manager Cavallaro noted that past practice was to use Home Rule Sales Tax to fund the capital needs of the sewer and water systems, but the erosion of sales tax over the past 9-10 years creates the need for new ongoing and sustainable funding sources to support sewer and water capital needs. The directive of the Finance Working Group is that sewer and water user fees must be increased to a level at which they can begin to support the capital needs of the sewer and water systems.

Manager Cavallaro then presented the Village-Wide Capital Plan, identifying about \$900,000 annually for the most immediate capital needs, including \$300,000 annually for equipment and vehicle needs, \$100,000 annually for facilities maintenance and repairs, and \$500,000 annually for streets and infrastructure improvements.

He also identified possible funding options, including additional General Fund budget reductions and an increase in the property tax levy, as discussed at the December 5 Board Meeting. Additional funding sources must be identified to meet the proposed capital budget.

Trustee Hanley expressed concern about the impacts of further departmental budget reductions on the ability to maintain service expectations. Trustee Price asked if specific budget reductions have been identified. Manager Cavallaro agreed that further budget reductions will not come without difficulty or potential service reductions. Recommendations are yet to be determined and would be brought to the Board for discussion and approval. Director Danielson noted that total General Fund expenditures have been reduced by \$1,000,000 over the past 10 years.

Discussion was held regarding other potential sustainable revenue sources, and the general requirements, processes and timeframes for each.

Manager Cavallaro noted that property tax is an efficient collection process that does not demand additional staff time, shares the impact between both residential and commercial properties, and is tax deductible. Trustee Price commented that there has been a greater focus and emotional response to the concept of tax increases in recent years as opposed to user fees.

Trustee Kembitzky noted that as of the last Municipal Cost Comparison survey, which compares property and utility taxes, and refuse collection and vehicle sticker charges within the immediate Dundee area communities, West Dundee continues to provide the lowest cost to an average household. She indicated that reasonable increases are necessary to provide the capital & service delivery at the levels the community has come to expect and value.

B. Capital Equipment and Vehicle Purchase Recommendations

Manager Cavallaro noted that the \$270,000 allocation for capital equipment and vehicle purchases is actually \$330,000 after including the proceeds from the sale of Fire Truck 32 to Elgin Community College. As part of that sale, a commitment was made to allocate those proceeds to refurbishment of Fire Engine 32.

He identified the recommended capital expenditures for this budget year, including computer upgrades, squad car replacement, dump truck replacement, the annual street sweeper financing payment obligation and the refurbishment of Engine 32. These items will be presented individually at upcoming meetings in December and January.

X. MISCELLANEOUS / FUTURE AGENDA ITEMS:

Trustee Kembitzky inquired about the status of increased overweight truck enforcement efforts. Chief Wieteska indicated that any revenues that have been received have not covered the costs of overtime and administration for the program.

Manager Cavallaro noted that an inquiry had been received for the potential development of a gun range in the area of Route 31 and Willow Lane, which would require a special use approval and text amendment. The broker is seeking a conceptual understanding of whether this would be supported. Consensus was that this use is not compatible with surrounding uses, which include two daycare facilities, a bank, post office and a future assisted living facility. It was suggested that a more appropriate site be recommended.

Trustee Wilbrandt asked how the new leaf vacuum tested by the Public Works Department worked out. Director Babcock advised that weather conditions were inappropriate to properly demonstrate the equipment's effectiveness, and that the rental company reduced the fee down to \$1600 in recognition of such. Manager Cavallaro added that a discussion of the leaf program and the equipment needs to continue the program will be presented on a future agenda. He noted that disposal and staff costs for the program are minimal.

XI. ADJOURNMENT:

MOTION: Moved by Trustee Hanley seconded by Trustee Kembitzky to adjourn the Committee of the Whole Meeting. Motion was unanimous.

The Committee of the Whole meeting adjourned at 8:12 pm.

ATTEST:

Kim Tibbetts
Deputy Village Clerk

Christopher Nelson
Village President