

**REGULAR BOARD MEETING**  
**Village Hall, 102 South Second Street**

**March 19, 2012 - 7:00 pm**  
**Village of West Dundee**

**I. CALL TO ORDER:**

President Keller called the Regular Board Meeting to order at 7:05 pm.

**II. ROLL CALL:**

Present were Village President Larry Keller, Trustees Julie Voss, Becky Gillam, Tom Price, Norm Osth, Pat Hanley and Andy Yuscka.

Also present was Village Manager Joe Cavallaro, Finance Director David Danielson, Community Development Director Cathleen Tymoszenko, Public Works Director Richard Babica, Police Chief Andrew Wieteska, Fire Chief Randy Freise and Village Attorney John Brechin.

There were ten (10) people in the audience.

**III. PLEDGE OF ALLEGIANCE:**

Trustee Voss led the Board and those in attendance in the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA:**

**MOTION:** Moved by Trustee Yuscka and seconded by Trustee Voss to approve the agenda as presented. Upon roll call, motion was approved.

**AYES:** Trustees Yuscka, Voss, Gillam, Price, Osth and Hanley

**NAYS:** None

**ABSENT:** None

**V. VILLAGE PRESIDENT'S REPORT:**

President Keller reported that he attended a CMAQ (Congestion Mitigation & Air Quality Improvement Program) Project Selection Committee Meeting last week.

**VI. REPORTS AND QUESTIONS FROM TRUSTEES:** There were none.

**VII. VILLAGE STAFF REPORTS:**

Director Tymoszenko advised that a Planning and Zoning Commission Meeting will be held this month to consider a yard variance petition from a homeowner on Fay to construct a rear deck.

**VIII. QUESTIONS FROM THE AUDIENCE:**

Tom Baldoni, 208 N. Fourth Street, a West Dundee Appearance Review Commissioner, thanked the Board for their consideration regarding the Fox Arts Center. He stated that with school arts programs being limited or cut, this facility would provide an outlet and show the community's support for the arts.

Andre Zalenski, a resident of Arlington Heights, advised that he is a founding member of the Lyric Opera of Chicago, a promoter and a lifelong supporter of the arts. He stated his support for

the plan for the Fox Arts Center, that Mr. Rick Browne has far-reaching support and that a number of Lyric Opera members have already guaranteed pledges for the new facility.

**IX. CONSENT AGENDA:**

- A. Approval of Bill List: March 19, 2012
- B. Approval of Minutes: March 5, 2012 Regular Board Meeting
- C. Approval of Minutes: March 12, 2012 Committee of the Whole Meeting
- D. Daily Liquor Permit & Special Event Request: VFW Fetzer Benefit

**MOTION:** Moved by Trustee Osth and seconded by Trustee Voss to approve the Consent Agenda. Upon roll call motion was approved.

**AYES:** Trustees Osth, Hanley, Yuscka, Voss, Gillam, Price

**NAYS:** None

**ABSENT:** None

**X. RESOLUTIONS AND ORDINANCES**

**A. Resolution 12-xx: Supporting a Public-Private Partnership between the Village of West Dundee and Fox Performing Arts Center (Trustee Price)**

Trustee Price stated that the topic of the Fox Performing Arts Center (now referred to as Fox Arts Center) was discussed at the March 12, 2012 Committee of the Whole Meeting, at which time Mr. Rick Browne made a second presentation to the Board.

Trustee Price walked through changes that were made to the original draft resolution pursuant to Trustee requests. He stated that the resolution supports the establishment of a partnership between the Village of West Dundee and Fox Arts Center under the stated conditions and time frames in which those conditions must be met in order to formalize a contract for the partnership.

Ann Dennis, 213 N. Fifth Street, thanked the Board for considering the resolution and partnership, and endorsed Rick Browne's architectural abilities.

**MOTION:** Moved by Trustee Price and seconded by Trustee Gillam to approve a Resolution Supporting a Public-Private Partnership between the Village of West Dundee and Fox Arts Center. Upon roll call, motion was approved.

**AYES:** Trustees Price, Hanley, Yuscka, Voss and Gillam

**NAYS:** Trustee Osth

**XI. NEW BUSINESS**

**A. FY 2012/13 Initial Budget Presentation (Trustee Hanley)**

Trustee Hanley asked that each Department Manager, when presenting their proposed budget(s), identify any items of significance or capital purchases that were cut from their respective budgets.

Manager Cavallaro stated that the staff is presenting a balanced budget that maintains the core services and staffing of the organization. He stated that capital purchases and equipment replacements are expected to be the primary point of discussion within the budget presentation, as essentially no capital purchases have been proposed.

Director Danielson highlighted the major revenue sources within the General Fund, including sales tax, property tax, state shared revenue, transfers from the Water & Sewer and Community Development Funds, interest income, fines, hotel/motel tax, utility taxes, IT services contracts and recycling revenue.

Trustee Price stated that capital purchases and equipment replacements cannot continue to be deferred as they have the past few years. He requested that a 3- to 5-year program be developed to budget for replacement of essential equipment that has exceeded its life expectancy. Manager Cavallaro stated that an annual amount of \$300,000-\$400,000 is needed for a conservative replacement program, and \$750,000 annually for a Streets and Infrastructure program. He requested the Board's feedback on where cuts should be made to make these funds available.

Director Danielson discussed General Fund expenditures, including economic adjustments for personnel (contractual or otherwise) and anticipated health insurance increases.

Manager Cavallaro discussed the Legislative, Administrative & Finance and Legal Funds, noting a \$25,000 decrease in the Administrative & Finance budget for the non-replacement of one vacated part-time position.

The following department budget requests were presented with an overview of department activities and areas of responsibility, FY 2011-12 accomplishments and FY 2012-13 goals and priorities.

Chief Wieteska presented the Police Department budget, noting decreased overtime costs based on the restructuring from 10- to 12-hour shifts. He highlighted a few minor changes in the department's 2012-13 budget request, including increased costs for ammunition and elimination of the lease expense for the PSC1 photocopier.

Chief Freise presented the Fire Department budget. Per Trustee Hanley's request, he advised that he would like to increase the budget for department training. He noted a 5% decrease in ambulance billing fees due to computerization of forms. He provided numerous "New Chief Initiatives" in addition to department goals and pointed out budgeted expenditures for specific fire apparatus maintenance needs.

Director Tymoszenko presented the Community Development Department budget, noting that the Department is primarily administrative and does not have significant capital needs. She touched on numerous projects that remain ongoing into FY 2012-13. She pointed out changes to specific line items, including uniforms for administrative staff, which have not been updated since 2008.

Director Babica presented the Streets and Infrastructure Division budget. He advised that two significant contracts would be renegotiated this year (leaf disposal and recycling), responded to questions regarding excess salt storage, and advised of potential new permit fees from the State.

Director Babica then presented the Buildings and Grounds Division budget. He noted that the primary concern within this budget is tree removal and replacement, based on increasing Emerald Ash Borer infestations.

Director Danielson presented the budget projection for Water and Sewer Revenues, noting that usage continues to decline. Based on the 3-year plan initiated in FY 2010-11, a 2.5% increase in water and sewer rates is requested. He noted that the electrical energy contract for water and sewer pumping was rebid and a \$70,000 savings is expected. Discussion was held regarding the merits of implementing separate metering for outdoor irrigation systems to encourage water use.

Director Babica presented the Water Treatment and Sewage Treatment Division budgets, addressing the major points within each budget request, including some relatively minor equipment replacements. Within the Water Treatment budget, he noted that training costs are expected to increase based on new IEPA mandates and advised that electricity costs have decreased while fuel costs have increased. With respect to the Sewage Treatment Division, he pointed out that staff was able to complete clean-out of 35% of the sanitary sewer lines during FY 2011-12, well above the goal of 15%.

Manager Cavallaro presented the Motor Fuel Tax budget. A transfer of \$207,000 to the General Fund is recommended again in FY 2012-13. Fuel consumption, and therefore incoming revenues, have been in decline and, while a slight increase is anticipated this year, the transfer amount exceeds the anticipated revenues.

Discussion regarding the Capital Projects budget was initiated. Manager Cavallaro advised that approximately \$1,000,000 annually would be needed for capital equipment replacements and an ongoing streets and infrastructure program, and that a funding source needs to be identified to reestablish these programs. Discussion was held regarding the merits of capital purchases versus replenishing fund balances for unanticipated and emergent needs, and the potential for cost-savings through service reductions or resident participation in programs such as refuse collection.

Staff will prepare a 5-year capital equipment and streets and infrastructure program proposal for the Board's review. Discussion of Funds 4 and 5, as well as the Public Hearing regarding the FY 2012-13 Budget, are slated for the April 2, 2012 Regular Board Meeting.

**XII. EXECUTIVE SESSION:** There was none.

**XIII. MISCELLANEOUS:** There was none.

**XIV. ADJOURNMENT:**

**MOTION:** Moved by Trustee Osth and seconded by Trustee Voss to adjourn the Regular Board Meeting. Motion passed unanimously by voice vote.

The Regular Board Meeting adjourned at 9:45 pm.

**ATTEST:**

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Kim Tibbetts  
Deputy Village Clerk

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Larry Keller  
Village President