

REGULAR BOARD MEETING
Village Hall, 102 South Second Street

August 17, 2015 - 7:30 pm
Village of West Dundee

I. CALL TO ORDER:

President Nelson called the Regular Board Meeting to order at 7:30 pm.

II. ROLL CALL:

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

Also present were Village Manager Joseph Cavallaro, Finance Director David Danielson, Public Works Director Eric Babcock, Community Development Director Tim Scott and four (4) people in the audience.

III. PLEDGE OF ALLEGIENCE:

Trustee Price led those in attendance in the Pledge of Allegiance.

IV. APPROVAL OF AGENDA:

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Hanley to approve the agenda as presented. Motion passed unanimously by voice vote.

V. VILLAGE PRESIDENT'S REPORT:

A. Proclamation Celebrating the 25th Anniversary of the Americans with Disabilities Act (ADA)

President Nelson read into record a Proclamation celebrating the 25 year anniversary of the Americans with Disabilities Act being signed into law. He stated that he is on a committee for the Metropolitan Mayors Caucus for ADA25 recognition, and invited the Board to attend an event on September 9 at Millennium Park in Chicago.

President Nelson expressed his condolences to the faith community of St. Catherine of Siena on the sudden passing of Rev. Edward Seisser.

VI. REPORTS AND QUESTIONS FROM TRUSTEES:

Trustee Kembitzky thanked Erin Sauder of the Elgin Courier-News, who was in attendance, for her article on the Little Free Library.

VII. VILLAGE STAFF REPORTS:

Director Danielson discussed a recent article in the Chicago Tribune related to municipal IMRF contributions.

Manager Cavallaro noted that he had spoken to Attorney John Brechin, and that any Board member wishing to reach out to him personally regarding his health is encouraged to do so.

VIII. QUESTIONS FROM THE AUDIENCE: There were none.

IX. CONSENT AGENDA:

- A. Approval of Bill List: August 17, 2015
- B. Ratification of Debit Purchases: July 2015
- C. Approval of Minutes - August 3, 2015 Regular Board Meeting

MOTION: Moved by Trustee Pflanz and seconded by Trustee Kembitzky to approve the Consent Agenda as amended. Upon roll call, motion was approved unanimously.

AYES: Trustees Pflanz, Wilbrandt, Kembitzky, Price, Hanley and Yuscka

NAYS: None

X. UNFINISHED BUSINESS:

A. Authorization to Execute an Agreement for Purchase of a New 2016 Elgin Pelican Model Street Sweeper (Trustee Yuscka)

Trustee Yuscka noted that the purchase of a 2016 Elgin Pelican Model Street Sweeper was authorized at the July 20, 2015 Regular Board Meeting. Since that time, the Village staff has discussed with the communities of Elgin and East Dundee potential alternatives for contractual services or leasing of equipment, but were unable to identify a mutually agreeable arrangement.

Before the Board this evening is a request to authorize a 5-year lease-to-own agreement for the approved equipment. The total cost of the street sweeper is \$195,431 and an interest rate of 2.89% has been received. Using a down payment of \$55,000, subsequent annual payment obligations will be \$30,567.72.

Trustee Wilbrandt thanked the Village of East Dundee for allowing West Dundee to utilize their street sweeper in the interim.

MOTION: Moved by Trustee Yuscka and seconded by Trustee Hanley to authorize staff to execute a lease-to-own five year term financing agreement through the Tax-Exempt Leasing Corporation for purchase of a new 2016 Elgin Pelican model street sweeper at a total cost of \$195,431. Upon roll call, motion was approved unanimously.

AYES: Trustees Price, Hanley, Yuscka, Pflanz, Wilbrandt and Kembitzky

NAYS: None

XI. NEW BUSINESS:

A. The Dundee Foundation Heritage Fest Partnership Request (Trustee Pflanz)

Trustee Pflanz explained that The Dundee Foundation has a goal of establishing a unified vision for promoting the Dundees, which includes collaboration on community events with The Dundee Foundation taking the lead role.

Lael Miller, East Dundee Village President and The Dundee Foundation Board Member, provided marketing samples from the Discover Dundee campaign, which over the past 2 years has jointly promoted events and attractions in both East Dundee and West Dundee.

Trustee Pflanz stated that the Board is being asked to confirm its interest and willingness for West Dundee's participation in The Dundee Foundation and its stated goals. President Nelson has asked Trustee Pflanz represent West Dundee on The Dundee Foundation Board.

Trustee Price voiced his support for the Discover Dundee campaign efforts to date and West Dundee's participation going forward. He also stated that it will be the responsibility of The Dundee Foundation to maintain the participation of both Villages through engagement.

President Nelson stated that any decisions to move forward on specific marketing efforts and events would be brought back to the Board for approval.

Specific to this evening's discussion, the Board is being asked to support The Dundee Foundation's participation in and benefit from the sale of wristbands during Heritage Fest. The wristbands would be purchase by The Dundee Foundation, bear the Discover Dundee logo, and be valid in both East and West Dundee for consumption of alcohol during the event.

Trustee Hanley expressed concern that additional marketing efforts for Heritage Fest may draw more attendees that the event can handle. Manager Cavallaro noted that during the daytime hours of Heritage Fest, the event does not reach capacity.

The logistics of how the wristband sales will be handled and accounted for were questioned. Trustee Wilbrandt asked if the Village would be exposed to liability in terms of guests consuming alcohol in West Dundee whose IDs were verified off-site.

Trustee Planz pointed out that a donation of wristband proceeds to The Dundee Foundation may create a budget shortfall in the Heritage Fest budget if those funds are not made up elsewhere.

Discussion was held regarding whether a donation to The Dundee Foundation for wristband sales should be a fixed number or tied to the number of wristbands sold. Support was indicated for a fixed donation of \$3,000, to be reviewed and potentially increased after the event if appropriate.

President Nelson reminded the Board that this donation goes directly back into efforts to market the Dundees, and that the benefits are likely to outweigh the cost of the donation.

MOTION: Moved by Trustee Pflanz and seconded by Trustee Kembitzky to accept The Dundee Foundation's proposal to dedicate proceeds from wristband sales related to this year's Heritage Fest at an amount of \$3,000 to The Dundee Foundation as a fundraising activity, in return for staffing ticket and wristband sales at West Dundee's Heritage Fest location, and to complete an evaluation of profits derived from Heritage Fest to evaluate further donation to The Dundee Foundation. Upon roll call, motion was approved by a vote of 4 to 2.

AYES: Trustees Pflanz, Wilbrandt, Kembitzky and Price

NAYS: Trustees Hanley and Yuscka

MOTION: Moved by Trustee Pflanz and seconded by Trustee Price to authorize the continued evaluation and discussion regarding participation in and transition to The Dundee Foundation for community events and for the Discover Dundee marketing promotion. Upon roll call, motion was approved unanimously.

AYES: Trustees Pflanz, Wilbrandt, Kembitzky, Price, Hanley and Yuscka

NAYS: None

B. First Quarter Financial Report for Fiscal Year 2015/16 (Trustee Kembitzky)

Trustee Kembitzky stated that the Village is performing better than budget expectations in many areas, with the notable exception of sales tax revenues.

Director Danielson noted that he expects to receive audit adjustments shortly. He provided an overview of the performance of several notable line items, including sales tax, food and beverage tax and local motor fuel tax. He commented that the wet summer impacted water and sewer revenues, which are down about \$15,000 from the same period last year, but otherwise revenues are on target. He stated that the Department Managers do an excellent job of maintaining their bottom line.

XII. MISCELLANEOUS: There was none.

XIII. ADJOURNMENT:

MOTION: Moved by Trustee Pflanz and seconded by Trustee Kembitzky to adjourn the Regular Board Meeting. Motion was unanimous.

The Regular Board meeting adjourned at 8:07 pm.

ATTEST:

Kim Tibbetts
Deputy Village Clerk

Christopher Nelson
Village President