

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

March 25, 2019 - 7:00 pm
Village of West Dundee

I. CALL TO ORDER:

President Nelson called the Special Committee of the Whole Meeting to order at 7:10 pm.

II. ROLL CALL:

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

Also present were Village Manager Joseph Cavallaro, Community Development Director, Timothy Scott, Finance Director David Danielson, Interim Police Chief Anthony Gorski, Public Works Director Eric Babcock and no audience.

III. PLEDGE OF ALLEGIANCE:

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

IV. APPROVAL OF AGENDA:

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

V. VILLAGE PRESIDENT'S REPORT: There was no report.

VI. REPORTS & QUESTIONS FROM TRUSTEES & WORKING GROUPS:

There were no reports.

VII. VILLAGE STAFF REPORTS: There were no reports.

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. FY 2019-20 Budget Discussion Continuation

The Village staff continued the FY 2019-20 draft budget presentation. The budget presentation began at the March 18, 2019 Regular Board Meeting, at which time General Fund revenues, Administrative and Finance Departments, Legislative and Legal Divisions were presented.

Continued presentation of the budget began with the Police Department. Interim Police Chief Gorski presented the Police Department Budget, providing an overview of FY 2018-19 accomplishments, and goals and objectives for the coming fiscal year. Trustee Kembitzky inquired about the budgeted clothing allowance and safety and equipment programs. It was stated that a formal presentation in regards to body cameras and their potential implementation will be presented this year.

President Nelson asked that a subsequent Village Board Meeting be held at Public Safety Center #1, in order for the Board to review and evaluate the facility.

Fire Chief Freise presented the Fire Department Budget, providing an overview of accomplishments, goals and objectives. Discussion was held regarding the reason for the reduction in full-time salaries, which was noted as due to the change in compensation of existing full-time positions.

Community Development Director Scott presented the Community Development Department Budget, providing an overview of accomplishments, goals and objectives. Discussion centered around the contractual services line item, its increase from \$30,000 to \$40,000 and the reasons for such.

Public Works Director Babcock presented the Public Works Budget, highlighting the accomplishments of the past year and the goals and objectives for the coming year. It was pointed out that both the Forestry and Sidewalks line items were accordingly increased in order to prioritize the need for additional work in these areas within the community.

Manager Cavallaro and Director Babcock presented the Water and Sewer revenues and expenses. It was noted that the budget provides for a proposed increase of 5% to the water and sewer rates; 2% recommended for operational increases and 3% recommended for capital infrastructure needs. In addition, a \$5 per unit fee is recommended for multi-unit properties that utilize a single water meter, in order to provide an equitable basis for capital improvement funding to be provided by each dwelling unit.

Trustee Price inquired regarding the capital fee and asked if there is an increase in cost for the capital fee in conjunction with water utilization. Staff indicated that the operational rates provide for increased water and sewer rates corresponding to increased water utilization, but the capital fee is a flat charge. Trustee Price asked if the Village could evaluate such a rate structure for the capital fee.

It was pointed out that within the 6-year capital program, significant increased costs are estimated beginning in FY 2021/22 in relation to Fox River Water Reclamation District, of approximately \$425,000 annually.

Manager Cavallaro presented the Motor Fuel Tax Fund, indicating that the transfer to the General Fund remains the same as in previous years at \$190,000, as a partial reimbursement for eligible Street Division expenses, such as employee compensation and roadway salt. Trustee Kemitzky inquired about the available fund balance and the ability to potentially use that fund balance to offset other increases in an effort to reduce the Community Development Fund transfer.

Manager Cavallaro presented Fund 4: Capital Projects Fund, which accounts for the funding and expenses related to construction and significant maintenance of the Village facilities, infrastructure, properties and equipment.

He pointed out that while the Village has done an excellent job of committing and finding dedicated finances and capital funding for streets and infrastructure, department equipment and public facilities, in an amount of approximately \$1,100,000 annually, that the annual operating revenues, particularly Home Rule Sales Tax receipts, do not meet the recurring debt service obligation costs within the Fund, of \$2,000,000 annually. A general discussion of the timeframe for those repayment obligations within the Debt Service Fund was held.

Manager Cavallaro presented Fund 5: Community Development Fund, which was noted to have a slight positive fund balance both at the beginning and end of the current fiscal year. This Fund remains very close to the page financially. Trustee Kembitzky inquired again in regards to the transfer amount of \$500,000 to the General Fund, and requested that staff review this transfer amount in an effort to reduce it further and retain additional dollars within the Community Development Fund.

Manager Cavallaro provided an overview of each Fund 6: Debt Service, Fund 7: TIF #2 Spring Hill Gateway, Fund 9: TIF #3 Spring Hill Mall, Fund C: SSA #4 Carrington Reserve, Fund E: SSA #6 Spring Hill Gateway, Fund F: SSA #9 Downtown and the newly created Fund G: TIF #4 Main Street/Route 31 Corridor.

TIF #4 was further discussed, pointing out the negative fund balance of \$220,000, which accounts for previous legal and consulting fees, as well as property acquisition for 310 W Main Street, and noting that this year's expenses account for the construction of the new parking lot at that location.

This concluded the presentation of the FY 2019-20 draft Budget. A Public Hearing was scheduled for the April 1, 2019 Village Board Meeting.

X. MISCELLANEOUS / FUTURE AGENDA ITEMS: There were none.

XI. ADJOURNMENT:

MOTION: Moved by Trustee Kembitzky and seconded by Trustee Hanley to adjourn the Special Committee of Whole Meeting. Motion was approved by voice vote.

The Regular Board Meeting adjourned at 9:45 pm.

ATTEST:

Joseph A. Cavallaro
Village Manager

Christopher Nelson
Village President