

APPROVED

@ 4/27/20 VB mtg.

**MINUTES OF A STANDING COMMITTEE OF THE WHOLE OF THE PRESIDENT
AND BOARD OF TRUSTEES OF THE VILLAGE OF BLOOMINGDALE
HELD ON MONDAY, APRIL 13, 2020
*MEETING HELD REMOTELY**

PROOF OF POSTING

The meeting was duly posted according to State Statute.

CALL TO ORDER

The Standing Committee of the Whole Meeting of April 13, 2020 was called to order by Village President Coladipietro at 6:08 p.m.

ROLL CALL

Upon Roll Call by the Village Clerk, those in attendance were:

PRESENT: Mayor Coladipietro, Trustees Von Huben, Shannon, Bucaro, Bolen, Belmonte, and Ackerman

ABSENT: None

QUORUM PRESENT

AUDIENCE PARTICIPATION

The Public was advised through e-news and website that they could submit questions to address the Board by 4:30 p.m. No questions or comments were submitted.

DISCUSSION ITEMS

A) Finance and Administration

1) Discussion of Water & Sewer 5-Year Forecasts

Mr. Scalera began that there are four objectives: 1) to operate with a net income from operations of \$200,000, before depreciation; 2) to maintain an operating reserve equal to 25% of total operating expenses; 3) to maintain a 1:1 ratio; and 4) to follow a "cash pay as you go" financing approach to various projects.

With regard to the 1st objective, over the past 5 fiscal years, the fund has obtained the operating income before depreciation of \$185,000 and in each of the 5 fiscal years has produced a net income. The 2nd objective was achieved in the past and we anticipate meeting that goal as well.

Under the 3rd objective, the water function is supporting the sewer function. Over the next 5 years, it is projected that the water rate revenue will be less than the water function expense by an annual average of \$138,000. The sewer rate revenue has exceeded the expenses by the annual average rate of \$108,000. While the fiscal objective has generally been achieved, there is a trend of an imbalance between the two functions and it is recommended, as previously suggested, for a sewer rate increase of 27¢.

The Mayor had some questions and a discussion ensued over the budgets from FY16 through FY20. He noted some years outperformed significantly and did not see a need for a sewer rate increase at this time. Mr. Szott stated that it is difficult to predict; we did not think we would make our objective in FY20, but we did. Mr. Scalera also noted there were also significant savings in the water reclamation division, coming in under budget. Mr. Szott stated the increase was recommended in looking toward the long term. Questions arose on the variances that occurred in the FY16-FY20 budgets. Mr. Szott stated he would need to get back to the Board for specific answers.

Several board members agreed they did not feel there should be an increase this year, especially with all that is going on now with the pandemic. Discussion ensued regarding doing nothing this year, next year, or even longer, having flexibility. The Mayor pointed out according to projections we were not to be in the red until FY25. He would like to wait and see and stated that this will need to be discussed further.

2) Discussion of FY21 Capital Improvement Plan

Mr. Scalera showed a list of the capital improvement projects. He noted the projects this year and listed the funds to pay for the projects. He recommended moving forward with the Lake Street Streetscape project as most of those monies are from TIF and we are working with IDOT. The CIP budget is currently at \$13.9 million and some projects may need to be delayed.

3) Discussion of FY21 Budget

The Mayor stated with respect to the budget and expenditures, we are currently doing only essential services. The revenue will take a hit with the pandemic and we will have to consider it down the road.

Mr. Scalera noted with regard to the current budget, we are in a hiring freeze, even though there are retirements. The Mayor noted other communities are doing furloughs and we do want to keep our employees working.

The Mayor asked Mr. Scalera how to proceed with the budget. He answered that the approach would be for the budget to be approved, with the caveat that all expenditures will come back to the Board for approval.

4) Discussion of Approval of Branch Collection Contract

Mr. Scalera noted the current vendor, Kramer Tree Specialists, will hold the same prices as in the FY20 budget for three (3) years at a total cost of \$40,490. It is a widely popular program with branch collections done in July, October and April. The tub grinding is not included but we could take advantage of it and he gave a brief explanation of it. It would increase the contract by \$6,300. Mr. Scalera noted this would be placed on the next agenda for approval.

5) Discussion of Approval of Golf Plus Agreement

Mr. Scalera gave background history of the Bloomingdale Golf Club when it was purchased in 1997. We hired our current vendor Golf Plus, Inc. in 1999 to manage all aspects of the golf day-to-day operations. This past year the Golf Advisory Committee had been working with JET Advertising for a way to market the course, to promote the course for residents and players within a 50-mile radius. He noted that we anticipate this being a successful campaign.

Continuing, Mr. Scalera stated the golf agreement is a 5-year contract. There is a clause that allows the Board the flexibility to terminate the contract if it is not satisfied with the performance of Golf Plus, Inc. There is no increase the first year of the contract. For years 2, 3, 4, and 5, the Board will have flexibility to determine what type of increase should be given based on performance.

6) Discussion of Catering Enterprises Agreement

With regard to the concession agreement, Mr. Scalera continued that this is similar to the Golf Club agreement except that it does include an increase in year 1 on the annual lease agreement of \$138,961.92, and an annual rate increase of 4% for every year until year 5. Trustee Von Huben is the Board liaison to the Golf Advisory Committee.

Trustee Von Huben noted that ads were placed in the CDGA magazine and it goes out every two months. She stated that once the course is opened, it will gain momentum from the ads. Mr. Scalera also noted that JET is working on a Facebook campaign, and that will begin to advertise sometime in May, and once the shelter-in-place is lifted and golfers can go back to the course, we can begin to see the age group we are targeting come to the course.

Mr. Scalera stated this will be placed on the consent agenda following this meeting tonight for approval.

B) Traffic and Streets

- 1) Discussion of FY21 Aggregate Material "Spot Market" Procurement Approval
- 2) Discussion of FY21 Ready Mix Concrete Mix "Spot Market" Procurement Approval
- 3) Discussion of FY21 Hauling and Dumping "Spot Market" Procurement Approval

Mr. Monkemeyer stated he will discuss all three of the above "spot market" approvals together. He noted every month or so, he will solicit competitive pricing for each item and select the low bid. This process has worked the best for us in the past. He stated the amounts for each: 1) the aggregate materials; 2) ready mix concrete mix; and 3) hauling and dumping; are actual budgeted amounts and are all things needed for essential functions for our day-to-day activities. Mr. Scalera added that these things are tied to projects already planned for the year.

INFORMATION

None

MEETING REMINDERS

Tuesday, April 21, 2020 – Planning and Zoning Commission Meeting - Raising Cane's
Monday, April 27, 2020 – Standing Committee of the Whole and Village Board Meetings

ADMINISTRATIVE STAFF REPORTS

1. Village Administrator, P. Scalera
 - Staff is continuing to work at the Village Hall, Public Works, and Police Department. Everyone is doing a great job.
 - Acknowledged the work of some working remotely, coming into the office, and people on flex schedules. "Family comes first" and we understand those that are home to help their families.
 - Recognized all the department heads and we are very fortunate to work with the best! They are handling very fluid, different and constantly changing situations.
 - Bloomingdale has had 22 confirmed cases. Keeping the community informed through e-News, Facebook, website, and articles submitted to the *Daily Herald*.
 - Hope to be back to normal soon
2. Assistant Administrator, B. E. Weber
 - Continue to work with Mr. Scalera and Directors
 - Working on Family First Coronavirus Response Act and its implications and working on benefits for employees, including paid sick leave, the Expanded Family Medical Leave, etc.
 - Continue working with Mr. Szott and related payroll

- CDC relaxed the standards and had to modify several forms, i.e., return to work for various types of exposures, who the employees came in contact with, etc. and partnered with the Fire Department and Infection Control Officer

3. Village Attorney, M. Castaldo, Jr.

No report

4. Director of Public Works, J. Monkemeyer

Mr. Monkemeyer noted that in February we joined the DuPage County Joint Purchase Agreement for rock salt and the bid price came in at \$81.13. It is \$8-9 higher than last year. We can be in a good position next year, ordering at the 80% mark.

5. Finance Director, G. L. Szott

Mr. Szott stated that he is monitoring the revenue situation. DuPage County administrators' projections are from 10-50%. He expected some impact but not such a contrast. He will continue to watch daily.

6. Director of Public Safety, F. Giammarese

Director Giammarese stated the Police Department staff is doing well. The numbers are generally reduced but they are moving forward with not too much interaction with the public. There have been some arrests. He noted that they have the proper equipment, cleansing and sanitizing the cars. He stated some have been tested but with negative results.

7. Community & Economic Development Director, S. Gascoigne

- Mr. Gascoigne stated that Woodman's started back up and are full steam ahead. Work should continue through the spring and summer.
- The Mayor asked for an update at Lake & Circle: Mr. Gascoigne continued that the original Lucky Dogs will no longer be there but KFC will be located there since Raising Cane's is replacing that location on Army Trail Road. Mr. Gascoigne is working with KFC's architect and the owner. Things are looking good internally with the same footprint and the only change would be the signage. KFC and the owner are looking at numbers.
- Infrastructure work at the perimeter at Lake and Circle: The owner stated work will begin the coming week to have the curb and apron poured. The Village would like to get flowers and lights in.

OTHER BUSINESS

None

ADJOURNMENT

Motion by Trustee Bolen, seconded by Trustee Von Huben, to adjourn the meeting of April 13, 2020 at 7:05 p.m. Voice Vote. All Trustees voted AYE.

MOTION DECLARED CARRIED – MEETING ADJOURNED

Respectfully submitted,



Jane E. Michelotti
Village Clerk