

APPROVED

5/13/2019 UB mtg.

MINUTES OF A STANDING COMMITTEE OF THE WHOLE MEETING  
OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BLOOMINGDALE  
HELD ON APRIL 22, 2019 AT THE ROBERT J. HOMOLA MUNICIPAL CENTER  
201 SOUTH BLOOMINGDALE ROAD, BLOOMINGDALE, ILLINOIS, DUPAGE COUNTY

**PROOF OF POSTING**

The meeting was duly posted according to State Statute.

**CALL TO ORDER**

The Standing Committee of the Whole Meeting of April 22, 2019 was called to order by Village President Coladipietro at **6:02** p.m.

**ROLL CALL**

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

PRESENT: Mayor Coladipietro, Trustees Von Huben, Belmonte, Bucaro, and Ackerman  
ABSENT: Trustee Shannon and Trustee Bolen (*arrived at 6:12 p.m.*)

**QUORUM PRESENT**

**AUDIENCE PARTICIPATION**

*There was no audience present.*

**DISCUSSION ITEMS**

**A) Public Safety**

1) Discussion of Purchase of Replacement Security Cameras – Village Hall and Police Dept.  
Mr. Scalera noted that this was a budgeted item, and was in need of replacement. Director Giammarese also stated it was an updated camera system to work with the Addison Consolidation Dispatch Center (ACDC). If there was no objection, this will be placed on the following agenda for approval.

**B) Facilities Infrastructure**

1) Discussion of Construction Engineering Services Agreement for Phase 2B Improvements – Screens, Grit Removal & Disc Filter Systems  
Mr. Scalera stated that this will initiate the process for the Phase 2B engineering services agreement for the screens, grit removal and disc filter systems in a not-to-exceed amount of \$796,312 to Baxter & Woodman. He noted this would be placed on the following agenda for approval.

**C) Traffic and Streets**

1) Discussion of FY20 Sealcoating Village Properties Program  
Mr. Scalera stated that this is done on an annual basis and that there was competitive pricing. In order to move forward, the low bid was for Pavement Systems, Inc. in the amount of \$27,645.

2) Discussion of FY20 Automated Meter Reading System upgrade to a “Fixed-Point” Automated Metering Infrastructure System

Mr. Monkemeyer reviewed the existing Automated Meter Reading (AMR) system to a Fixed-Point Automated Metering Infrastructure (AMI) two-way, low radio frequency communication network. He noted the cost budgeted of \$121,350 included the installation of antennae, base station units at both Cardinal and Winston Water Towers, the Regional Network Interface (RNI) system at Village Hall, as well as annual RNI fee and RNI training. Mr. Monkemeyer fielded questions from the Board regarding when the last time this was done (in 2002) and noted it would take a year or so to reach 9,000 homes.

*Added to the Roll: Trustee Bolen arrived at 6:12 p.m.*

Mr. Scalera stated this would be placed on the next agenda for approval.

**D) Finance and Administration**

1) Discussion of Purchase Order for repair of Bloomingdale Golf Club Irrigation Station

Mr. Scalera noted that this repair had already been made as it was an emergency. Since the amount exceeded his authorization, this will be placed on the following agenda for payment.

2) Discussion of Woodman's Draft Redevelopment Agreement

Mr. Scalera reviewed the draft redevelopment agreement with the Board noting the various language and fees Woodman's would have responsibility. He noted that any sales that were done online and picked up at the Bloomingdale store would be to our benefit. Counselor Castaldo also commented that Woodman's would have liked definitive answers that we were unable to provide, such as if they changed their plans, the fees would change. He noted the Village would consider the sale of packaged liquor for their Liquor License to be added later. Language was included that the business district and service district areas never contain any legislation or assessments be enacted to them, and the Village could not agree to that language. This was one component that needed to be ironed out and there was another one that they need to enter an agreement with StreetMac relating to TIF incentives. Lastly, the question arose regarding a closing date and June was mentioned.

3) Discussion of Pay Range Assignment for Former SEIU Positions

Mr. Scalera commented with the decertification of the union, the terms of Secretary and Executive Secretary were no longer used. Ms. Weber reviewed these terms with the Director of a Public Safety, Finance Director, Public Works Director, and the Building Commissioner, and she explained how they arrived at their titles of Administrative Assistant and Executive Assistant and their pay grade assignments before they went to a union. She continued in good will to those who already had their review dates prior to May 1, all will receive their COLA adjustments May 1, 2019, and those whose review dates after May 1, will receive merit increases at that regular review date in 2019. Since there were no objections, this will be placed on the following agenda for approval.

4) Discussion of Revisions to Employee Personnel Manual

Mr. Scalera noted that this is further clarification of the manual, to clean up the language. Ms. Weber noted the changes: Police Chief/Director of Public Safety; eliminating EPO, effective July 1; Section 3 updated the current policy which was effective since 2013 but never revised; Section 17.2 addresses full-time going to part-time benefits. Since there were no objections, this will also be placed on the following agenda for approval.

5) Discussion of Water & Sewer Fund Proposed FY20 Budget and 5-Year Forecast

Mr. Szott stated the annual budget is short-term, for the next 12 months. He stated the best practice recommended are four (4) objectives: 1) operate with a net income from operations of \$200,000, before depreciation; 2) maintain an operating reserve equal to 25% of total operating expenses; 3) maintain 1:1 ratio of functional rates to functional operating expenses; and 4) follow a "cash" financing approach for capital projects. He noted the most significant are #1 and #4: to make \$200,000 per year in operations and to pay cash for capital projects with limited exceptions.

Mr. Szott stated each year we look at our 5-year historical water consumption. He went into detail on the purchase of water from the Water Commission and how we bill our residents for their water. He stated he did not factor in the Indian Lakes project. He noted that while we increase the water the same as it is increased to us, we also do not factor in water loss due to leakage or water main breaks. He stated we cannot continue to absorb these costs.

He explained how we managed to meet our \$200,000 objective looking backwards the past 5 years, but looking forward the next 5 years, he projected there will be an average annual deficit of -\$121,000. He explained what would cause the significant change and recalled that last year at this time, 28% of the water rate went from capital costs to operating costs and recommended making this temporary reallocation permanent.

He noted Fiscal Objectives #2 and #3 are good as we are maintaining 25% operating reserves and maintaining a ratio of 1:1 rate revenues expenses, just to keep everything balanced, and to keep enough cash on hand to pay our bills on time and to address any unforeseen emergencies. He reiterated, we are good on those 2 objectives.

Mr. Szott continued on the #4 objective of "cash" financing projects related to the W&S fund. They are all listed and there are 100 projects that are grouped into 6 groups.

Group 1: Cost a lot but are in the annual maintenance program, such as upgrading fire hydrants, and are part of an ongoing thing and part of the \$200,000 analysis.

Group 2: Another project is the grit screening removal, the \$10 million project that we've got covered. We know we will have to get an Illinois EPA loan or some type of loan and repay that loan using Home Rule Sales Tax (HRS) allocation, being a 20-year loan.

Group 3: All the other projects that don't directly relate to the Water Reclamation Facility (WRF) or not significant in nature of a dollar amount. Those projects have historically been funded by five (5) revenue sources listed: 1) portion of residential and non-residential water rate; 2) portion of sewer rate; 3) water tap-on fees; 4) sewer tap-on fees; 5) gain on sale of assets and other revenues.

He stated the portions of the W&S rates be allocated to operations, so those will no longer be available to fund these capital projects. What are left are the W&S tap-on fees and gains on sale of assets. He also went into detail with the B&Z to look at funding projects through the Home Rule Sales Tax (HRST). Two (2) significant projects in that group would be the Vactor truck replacement and the repainting of the Winston Tower.

Mr. Szott continued the Water Meter Replacement program is an estimated \$3 million project, with a cash payment for the antennae. He anticipated a short-term 5 year loan for the \$3 million and the HRST to pay that loan and scheduled for FY21. The next project is for the WRF FPA Phosphorus Compliance program at nearly \$6 million. He noted given our finances right now, some type of loan would be needed. There was some discussion on this and noted it was not a federal but a state mandate with a compliance date not yet known.

Mr. Szott concluded that there were four (4) recommendations from his report:

- 1) Review the W&S fund 5-year forecast to gain an understanding of the current and future financial position of the fund and the projected, potential impact to water and sewer rates.
- 2) Approve a water rate increase that is correlated with an increase in costs imposed on the Village by the City of Chicago/DuPage Water Commission.
- 3) Approve a total combined water and sewer rate increase of 47¢ per 1,000 gallon, for a \$33/\$35 on average year rate increase.
- 4) To make all this work, a permanent reallocation of 28¢ from the Capital to the Operating side.

#### **INFORMATION**

None

#### **MEETING REMINDERS**

Tuesday, May 7, 2019 – Planning & Zoning Commission Meeting at Lake Park West  
Monday, May 13, 2019 – Standing Committee of the Whole and Village Board Meetings

#### **COMMUNITY EVENT REMINDERS**

***Senior Day Fair, Medinah Shriners Banquets***

***Friday, April 26, 2019 from 9 am – 12 pm***

**COMMUNITY EVENT REMINDERS (cont'd)**

***National Day of Prayer Community Breakfast***

***Glendale Lake Golf Club, 1550 President Street, Glendale Heights***

***Thursday, May 2, 2019 from 7:30 am – 9:00 am***

**ADMINISTRATIVE STAFF REPORTS**

1. Village Administrator, P. Scalera

- He and the Mayor met with the DuPage Board Conservation Foundation and the Village will be partnering with them to have a rain barrel program, a plant and tree sale program in the fall, and some educational programs on mulch and how to create rain gardens and participate in the rain barrel program. More details to follow.
- He and the Village Attorney are working on a resolution to bring to the next SCOW meeting and to draw down the Letter of Credit for Springfield Place. Mr. Scalera received a call from the bank that has a client to purchase the three (3) remaining vacant homes.

2. Assistant Administrator, B. E. Weber  
No report.

3. Village Attorney, M. Castaldo, Jr.  
No report.

4. Director of Public Works, J. Monkemeyer  
Mr. Monkemeyer stated the DuPage County bulk rock salt purchase came in and our low bid was \$82.96/ton, a rate higher than last year's rate.

5. Finance Director, G. L. Szott  
Mr. Szott noted that John Mastandona, Accounting Manager, had submitted his resignation effective May 7. He has accepted a position as Assistant Finance Director with the Village of Western Springs. He noted the position to be filled will be listed as Accountant.

6. Director of Public Safety, F. Giammarese  
No report.

7. Community and Economic Development Director, S. Gascoigne  
No report.

**OTHER BUSINESS**

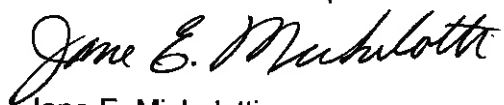
None

**ADJOURNMENT**

**Motion** by Trustee Bolen, seconded by Trustee Bucaro, to adjourn the meeting of April 22, 2019 at **7:07** p.m. All Trustees present voted **AYE**.

**MOTION DECLARED CARRIED – MEETING ADJOURNED**

Respectfully submitted,



Jane E. Michelotti  
Village Clerk