

# APPROVED MINUTES

## VILLAGE OF ANTIOCH BOARD OF TRUSTEES, COMMITTEE OF THE WHOLE MEETING Antioch Fire Station #1: 835 Holbek, Antioch, IL February 24, 2009

### I. CALL TO ORDER

Clerk Rowe called the February 24, 2009 committee of the whole meeting to order at 7:10 p.m. in the Antioch Fire Station #1: 835 Holbek, Antioch, IL.

### II. PLEDGE OF ALLEGIANCE

Clerk Rowe and the Board of Trustees led the Pledge of Allegiance.

### III. ROLL CALL

Roll call indicated the following Trustees were present: Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce. Also present were Administrator Velan and Clerk Rowe. Absent: Mayor Larson.

### MEETING CHAIR

Trustee Crosby moved, seconded by Trustee McCarty to appoint Trustee Wolczyk as chair for tonight's meeting. Voice vote: All Ayes, No Nays. **MOTION CARRIED.**

### IV. MINUTES

Trustee McCarty moved, seconded by Trustee Crosby to approve the minutes from the February 10, 2009 meetings as presented. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

### V. REGULAR BUSINESS

**1. Presentation and discussion of Draft Capital Improvement Program** – Assistant Administrator Keim reviewed the draft capital improvement program and explained the purpose is to provide a structural process for funding physical assets, major improvements and new construction projects. He said this is first 5-year plan for the Village and discussed past practices regarding some capital improvement projects that were included in the budget process. Assistant Administrator Keim reviewed the general criteria for inclusion in the program which included:

- Projects that are necessary for the public's health, safety and general welfare
- Projects that are necessary to meet federal, state or local regulatory requirements
- Projects that enhance the Village's economic viability
- Projects that enhance neighborhood vitality
- Projects that minimize future operation and maintenance costs; and
- Projects that support development efforts

Board members reviewed the capital outlay summary, vehicle replacement plan, projects by department for the fiscal years 2010-2014 and current projects underway. They complimented staff for their hard work and efforts in drafting the program. They also discussed the projects as listed with Administrator Velan explaining the CIP program is a living document that would change as projects may shift depending on available funding sources. Assistant Administrator Keim said the year one projects would need to be included in this year's budget and all projects are individually approved by the Board. Board members will provide Assistant Administrator Keim with a list ranking the projects included in the program.

Administrator Velan discussed the Lake County project on North Avenue and the \$189,000 cost for the Village's share of the project. She said Lake County would allow the Village to reimburse them in May 2010 or at the end of the project in fiscal year 2011-2012. Board members gave consensus regarding the payment plan for this project.

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Assistant Administrator Keim briefly discussed the Lake Michigan Memorandum of Understanding that will be on the March 2 Village Board agenda for consideration.

Administrator Velan discussed the stimulus projects and suggested the Board look at having some shovel ready projects. She said that staff is going to continue fighting for a share of the stimulus package.

**2. Discussion of Fiscal Year 2009-10 Budget** - Administrator Velan reviewed the 2009-10 Budget including very conservative revenue projections. She said the general operating budget is balanced and she reviewed the general fund budget, general fund challenges, water and sewer fund and discussed the following capital program funding options:

- Utility tax
- Sewer and Water billing
- Motor Fuel Tax (MFT)
- TIF
- Bonds
- SSA
- IDOT, LCDOT, Township participation, and;
- Other sources with matching up front costs.

Board members discussed the above options with the consensus of the Board authorizing staff to research TIF vs. SSA comparisons for downtown. There was also a discussion regarding bonds with Finance Director McCarthy explaining the bond percentages and the refunding or borrowing process. Administrator Velan briefly discussed the utility tax option being a dedicated source for capital and if approved, discontinuing the vehicle tax. There also was a discussion regarding home rule options and the annual costs for personnel.

**3. Executive Session – Personnel and Pending Litigation** – Trustee McCarty moved, seconded by Trustee Crosby for the Board of Trustees to go into executive session at 9:00 p.m. to discuss personnel and pending litigation. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

**Return from Executive Session** – Trustee McCarty moved, seconded by Trustee Pierce for the Board of Trustees to return from executive session to the open meeting at 10:00 p.m. with **no action taken**. Upon roll call, the vote was:

**YES: 6:** Hanson, McCarty, Caulfield, Crosby, Wolczyk and Pierce.

**NO: 0.**

**THE MOTION CARRIED.**

## VI. OTHER BUSINESS

No report.

## VII. ADJOURNMENT

There being no further discussion, Trustee McCarty moved seconded by Trustee Crosby to adjourn the Board of Trustees Committee of the Whole meeting at 10:01 p.m.

Respectfully submitted,

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Candi L. Rowe, RMC/CMC  
Village Clerk