

**Village of Round Lake Beach
Finance Standing Committee Minutes
Monday, September 19, 2016 – 6:00 p.m.**

Village Hall
1937 North Municipal Way
Round Lake Beach, IL 60073

- 1. Committee Members:** Chairperson Trustee Husk, Trustee Benes, Trustee Nickles and Mayor Hill

- 2. Call to Order** 6:00 p.m., by Trustee Husk

Members Present: Trustee Husk, Trustee Benes, Trustee Nickles and Mayor Hill

Members Absent: None

Others in Attendance: Village Administrator Kilbane; Finance Director Bueso; Village Clerk Cleveland; Trustee Wallace; Trustee Butler; Trustee Valadez (6:15PM); Interim Police Chief Rivera; and Deputy Police Chief Scott.

- 3. Approval of Agenda** A motion was made by Trustee Benes and seconded by Mayor Hill to approve the agenda. All ayes, motion carried.

- 4. Approval of Minutes** A motion was made by Trustee Benes and seconded by Mayor Hill to approve the minutes with no corrections for the August 15, 2016 Finance Committee Meeting. All ayes, motion carried.

5. Scheduled Business

A. Middle Managers Presentation

Human Resources Manager Steen introduced the group presenting on a new goal setting and evaluation process. The group is made up of Jeff Ottis, Ana Ramirez, Gardiner Wade and Tim Schuster. The group presented information on the One Village One Mission Program.

No action was taken, informational purposes only.

B. Authorization to Purchase and Equip Squad Cars

Interim Chief Rivera and Deputy Chief Scott presented information on the purchase of three equipped squad cars. These squad cars will be replacing existing cars. The cars will be purchased on the State contract.

A motion was made by Trustee Nickles and seconded by Trustee Benes to pass a resolution to authorize expending budgeted funds for the purchase of two 2016 AWD

Ford Sedan Interceptor's and one Ford Interceptor Utility from Currie Motors for a total amount not to exceed \$74,703.00. All ayes, motion carried.

A motion was made by Trustee Benes and seconded by Trustee Nickles to pass a resolution to authorize expending budgeted funds for the purchase and installation of equipment for the three squad cars and the removal of used equipment from the old squad cars by SAE Customs not to exceed \$44,267.13. All ayes, motion carried.

C. Authorization to Purchase Computers

Finance Director Bueso presented information on the purchase of computers for the annual replacement program and devices for field inspections.

A motion was made by Trustee Benes and seconded by Trustee Nickles to approve the purchase from CDW-G in an amount not to exceed \$13,718.72. All ayes, motion carried.

D. Amplio Systems Inc.

Village Administrator Kilbane presented information on the purchase of a new sound system for the Civic Center (Black Box and Banquet Hall). The donation from Meijer of \$20,000 and grant from Walmart of \$2,500 will be used to fund most of this purchase with the remaining amount to be covered through Public Works, General Fund.

A motion was made by Trustee Nickles and seconded by Trustee Benes to pass a resolution to authorize the award to Amplio Systems not to exceed \$29,747.58. All ayes, motion carried.

E. Expenditures for Village HVAC Systems

Public Works Director Scott Hilts presented information on the 25 ton rooftop primary compressor for the banquet room at the Civic Center that failed and needs to be replaced.

A motion was made by Trustee Benes and seconded by Trustee Nickles to pass a resolution to approve existing and future expenditures to Robinson Heating and Cooling, Inc. for a not-to-exceed amount of \$15,842 for fiscal year 2017. All ayes, motion carried.

F. Cleaning & Custodial Services

Public Works Director Scott Hilts presented information on terminating the current contract with Eco Clean Maintenance, Inc. due to major deficiencies. Staff is recommending that the Village Board terminates the contract effective September 30, 2016 and approve a contract for Advent Building Maintenance for Cleaning and Custodial Services to April 30, 2017. All ayes, motion carried.

A motion was made by Trustee Benes and seconded by Trustee Nickles to terminate the contract with Eco Clean Maintenance, Inc. and approve a contract with Advent Building Maintenance for Cleaning and Custodial Services.

G. Civic Center Carpet

Public Works Director Scott Hilts presented information regarding the carpet condition at the Cultural and Civic Center. Discussion was held regarding the damage to the carpet, claims submitted to vendors and vendors' response and vendor proposal to give the Village credits and maintain 2014 pricing if carpet purchase is procured by December 2016. Discussion was also held regarding the Village's legal options against the vendors, amount of security deposits withheld.

No action was taken; item was moved for discussion at a future Committee meeting.

6. Other Business

A. Treasurers' Report

Finance Director Bueso reviewed the Treasurer's Report for August 2016.

No action was taken, informational purposes only.

B. FY2018 Budget Schedule

Finance Director Bueso presented information in regards to the budget schedule for fiscal year 2018. Bueso noted highlighted areas where the Village Board would be asked to evaluate staff recommendations. Discussion was held regarding alarm fees.

No action was taken, informational purposes only.

C. Homecoming Parade

Trustee Husk inquired about participating in the Homecoming Parade on October 1, 2016. Discussion was held regarding the parade's route and Board attendance.

No action was taken, informational purposes only.

7. Public Participation

None

8. Executive Session

None

9. Adjournment

Trustee Benes made a motion seconded by Trustee Nickles to adjourn the meeting at 7:38 p.m. All ayes, motion carried.

Minutes approved by the Finance Committee on October 17, 2016

- With No Corrections _____
- With Corrections _____
(See minutes of meeting for corrections)

