

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF SCHILLER PARK, ILLINOIS.
HELD IN THE BOARD ROOM OF THE VILLAGE HALL AT
9526 W. IRVING PARK ROAD, SCHILLER PARK, ILLINOIS 60176
MARCH 10, 2022**

I. CALL TO ORDER:

President Nick Caiafa called the meeting to order at 6:00 P.M.

II. ROLL CALL:

Upon roll call by Village Clerk Jos, the following Elected Officials were:

Present: President Nick Caiafa, Trustees: Marie Lukowski, Russell Klug, Joan Golembiewski, Tom Deegan, Robert Lima (6:10), Terri Sheridan, and Village Clerk Rosa Jos

Absent: None

Clerk Jos declared a quorum present.

Also present: Village Manager Brett Kryska, Assistant Village Manager Brian Bursiek, Stuart Caravello, Tom Fragakis, Janet Matthys, Randy Splitt, Agnes Grochola, Mitchell Anderson, Will Jacobson, Joe Blum, Pete Sanchez, and Dave Lemar

III. APPROVAL OF MINUTES

IV. PERSONS WISHING TO BE HEARD:

V. BUSINESS:

Administration and community development departments were discussed. It was noted that the Administration Department oversees and provides support to all sectors of the Village operation and will be working with each department in the upcoming year on special projects. Building Official Caravello discussed permit and inspection volumes for Community Development for the current year and over the past five years. It was noted that there is an increase in permit and inspection activity since the previous year. These include major commercial projects happening on Rose Street and River Street and are factored into the current fiscal year for permit revenue.

Mr. Caravello discussed upcoming fiscal year projects for Community Development such as updating building codes and digitizing more permit files into Laserfiche.

Streets Foreman Joe Blum presented special projects and goals for the upcoming fiscal year. A second salt storage structure (\$220,000) was presented as a major project in the upcoming fiscal year. Reasons for the additional salt storage structure included being able to take delivery of a full salt order for adequate supply during the winter season, which cannot be done with the existing salt structure. Mr. Blum also noted that costs to construct the structure are rising quickly and the current pricing cannot hold for much longer. He noted that the concrete bins are another major priority to repair as they facilitate the loading of salt on vehicles.

Mayor Caiafa asked if the Tollway Chloride Offset program applies as reimbursement toward the cost of the salt storage structure. Management Analyst Will Jacobson stated that

he filed application paperwork with the Tollway for this grant program. Mayor Caiafa asked if the salt storage structure could be ordered immediately, and construction begin in the upcoming fiscal year. Mr. Blum noted that this is a possibility and will begin working on the project.

There was Board consensus to move forward on these requested Street Department projects.

Mr. Kryska discussed the next section of the presentation, which included projects under the General Expenditures section of the draft budget. These included the following:

- Historical Society Part-Time Curator - \$21,000
- Buildings (Board room/front office replacement/renovations) - \$65,000
- Locis Upgrade (financial software) - \$10,000
- Streetscape projects – \$34,000
 - Village Hall
 - Metra
 - Clocktower Park

Mr. Kryska mentioned that staff has researched various costs for the projects mentioned and that these are reasonable cost estimates. He noted that the part-time historical curator position was not included in the draft budget and is based on 1,000 hours at \$21.00 per hour. Trustee Golembiewski mentioned that she believes the Village allows the entire Historical Commission to determine whether the curator position is needed and that the Village should set criteria for the position since it would be paid for by the Village. Mayor Caiafa stated that the new budget should include funding for the position as a placeholder. Other Board members agreed.

There was a consensus to include the listed General Expenditure projects in the final budget for FY 22/23.

Parks & Recreation Director Randy Splitt provided an overview of upcoming goals and projects. Of particular note was an analysis of facilities and parks paired with a 5-10 year capital improvement plan as well as the implementation of a new recreation software. In addition, Mr. Splitt noted that the department was going to look into ensuring sufficient revenue is being raised for programming including for the gymnasium and fitness center usage. Mr. Splitt then discussed draft budget items including requested facility and equipment repairs and replacements. Staffing was discussed including seasonal staff, minimum wage increase and its impact on the budget, and wage compression in the context of recruitment and retention of staff as well as other factors (up keeping facilities, parks, and equipment) that affect the budget. The replacement of basketball gymnasium equipment, refinishing the gymnasium floor, resurfacing of Stalica Park basketball court, lawnmower, dump truck as well as a chemical feeder for the aquatic center were discussed.

Mr. Kryska discussed the revenue streams for the Parks & Recreation Fund. It was noted that a combination of program fees and property taxes support this fund, however, a significant transfer from the General Fund is required to support expenses, including capital

projects. Mayor Caiafa suggested that the Board consider the amount of money included for special recreation and recreation tax levies and whether these are sufficient to cover the costs for programs and services paid from this fund.

Director Splitt provided options to replace equipment at Fairview Park. There were three options. Board members preferred Option 1 (blue canopy). It was noted that the Recreation Board was planning to discuss the three options.

It was agreed to include \$100,000 for Fairview Park in the upcoming budget pending further refinement of a plan for this park.

There was Board consensus to include these items in the upcoming budget.

Director Splitt presented hours and fees for the aquatic center and recreation center. User fees were also presented. Mayor Caiafa noted that he requested the hours of operation for the fitness and recreation center as well as the pool and fees be presented for the Board's reference. Mr. Splitt noted that the pool hours allow for the pool to be utilized for more popular programming such as swim lessons in the evenings when general attendance during these times declines.

Mr. Kryska moved to the next section of the presentation and discussed the Water & Sewer Operating Fund. He mentioned that Water Foreman Pete Sanchez and Management Analyst Will Jacobson worked to prepare the draft operating budget for this fund. Mr. Kryska highlighted the City of Chicago water rate increase from \$4.12 to \$4.33 per 1,000 gallons, which is approximately 5% higher than the current rate. Other line items were discussed such as Materials to Maintain Sewer System and Other Machinery and Equipment. Both line items are significantly decreased due to projects being completed in the current fiscal year. Other projects such as an upgrade to a variable frequency drive were discussed on pump 3 as well as a review of the 2020 sewer televising project and water facility assessment report.

Mr. Kryska noted the recommended water and sewer rate increases would begin May 1 for residential and commercial users. This rate increase is not only for operations but to also support a transfer of funds from water and sewer operations to water and sewer capital for infrastructure projects.

There was direction from the Board to proceed with these rate increases through the adoption of an ordinance.

Mr. Kryska discussed projects planned from the General Capital Improvement Fund. He mentioned that these are part of the Village's multi-year capital improvements plan. The following are street improvement projects proposed for FY 22/23:

- Eden: Scott to Ruby
- Ruby: Eden to Ivanhoe
- Eastwood – Railroad to River Road
- Kolze Avenue – Irving Park Road to Moore Lane
- Wesley Terrace – Montrose South to Dead End

- Lawrence Court – West of 25th to Ruby
- Leland Avenue – 25th to Ruby
- Kawa Court
- Ivanhoe Court
- Sarah Avenue – Denley Avenue to Franklin Park
- Atlantic Avenue – Irving Park to Belle Plaine
- Wagner Avenue – Irving Park to Soreng Avenue
- Rose Street – Prairie Avenue to Soreng Avenue
- Reconstruct alley South of Cullom between Old River Road and Kolze (by library)
- Reconstruct alley east of Scott Street and South of Montrose
- Reconstruct alley behind KD Market (public alley)
- Gremley Terrace

Water and sewer capital improvement projects were mentioned. These are the following:

- Eliminate rear yard water mains north of Irving Park Road and west of Scott Street
- Eastwood Avenue Water Main Replacement
- Kolze relief sewer

Mayor Caiafa noted that the Army Corps. is providing major funding for a stormwater detention project near Seymour and Scott Street. The Village is also doing storm water detention work on Gremley as well as Kolze.

There was Board consensus to proceed with the listed capital projects in the upcoming FY 22/23 budget. The Board directed staff to prepare the draft budget for final approval at an upcoming Board meeting.

VI. EXECUTIVE SESSION:

VII. ADJOURNMENT:

With no further business to conduct, it was moved by Trustee Lima, seconded by Trustee Lukowski, that the Committee of the Whole Meeting be adjourned.

Upon roll call the following voted:

Aye: Trustees: Lukowski, Klug, Golembiewski, Deegan, Lima, and Sheridan

Absent: None

Nay: None

President Caiafa declared the motion carried and this Committee of the Whole Meeting was adjourned at 9:10 P.M.


Rosa Jos, Village Clerk