

**Village of Round Lake Beach**  
**Finance Standing Committee**  
**MINUTES**  
**For the meeting of**  
**May 7, 2007**

- 1. Call to Order:** 6:05 PM, by Chairman Mattingly
- Members Present: Trustee, Mattingly, Trustee Armstrong, Trustee Miosi, Mayor Hill
- Members Absent: None
- Others in Attendance: Trustee Mount, Trustee Smith, Trustee Elect Villa, Administrator Kilbane, Finance Director Sutton Burger, Chief Larsson, Public Works Director Erb

**2. Approval of Agenda:**

Trustee Miosi asked for clarification of Item B on the agenda. It was determined that this agenda item included two different topics, so the agenda was amended to reflect regular and expected invoices for two separate vendors for the Police Department. Trustee Miosi moved to approve the agenda as amended, Trustee Armstrong seconded the motion, and it carried.

**3. Approval of Minutes, April 2, 2007:**

Motion by Trustee Armstrong  
Second by Trustee Miosi  
Motion carried

**4. Business Agenda Items**

**A. Park District Signage for Park Zone**

Police Chief Larsson explained the information that had been provided in the Committee packet. The Chief had contacted the Park District to determine the priority of the parks. Trustee Miosi commented that the initial Park District estimate of the cost of this effort had grown from \$1500 to \$15,000. Trustee Miosi commented that some parks that are further away from the roadway seemed higher on the priority list than some others in more high traffic areas. The Chief had presented the information in the order in which he had received it from the Park District. Trustee Mattingly commented that it seemed that most of the parks in the older part of town were lower on the list. Trustee Miosi asked whether the signs were mandatory and the Chief responded that they are not. However, the Mayor commented that this is something that the Village really needs to do across the board. Trustee Miosi moved to do all the proposed signs as well as signs for the Village

parks that were not on the list, with a not-to-exceed cost of \$15,000. Trustee Armstrong seconded the motion and it passed. The Mayor asked that a press release be done and Chairperson Mattingly asked that the order of the priority for the signage be reviewed.

**B. Payment of Regular and Expected Invoices – Dave’s Transmission**

Chief Larsson requested recommendation of a resolution to have invoices for regular vehicle maintenance paid without the requirement of monthly Board approval for amounts in excess of \$5,000 per month, with the total for the fiscal year not to exceed the FY08 budgeted amount of \$69,700 for vehicle maintenance. Trustee Armstrong made the motion to place this item on the May 14 agenda, Trustee Miosi seconded the motion, and it carried.

**H. Payment of Regular and Expected Invoices – Tri-County Uniforms**

Chief Larsson requested recommendation of a resolution to have invoices for regular uniform purchase and replacement paid without the requirement of monthly Board approval for amounts in excess of \$5,000 per month, with the total for the fiscal year not to exceed the FY08 budgeted amount of \$36,059 for clothing. Trustee Armstrong made the motion to place this item on the May 14 agenda, Trustee Miosi seconded the motion, and it carried.

**C. Non-payment of Fines**

Chief Larsson updated the Committee on the status of unpaid and uncollectible fines and late fees for parking and ordinance violations issued by the Police Department since before 2003. The Trustees sought information about the collection agency that is currently used and the fees paid to the collection agent upon payment (28%). The Chief discussed various options available to the Village by ordinance, including changing collection agents, an amnesty program, immobilization, and suspension of driver’s license through the State. The Chief and the Finance Director will research these various options and provide further information at a future Committee meeting.

**D. Konica Minolta Copier Lease**

The Finance Director explained that the copier in the Water Billing Department has exceeded its useful life. It is possible to obtain a new machine, a bizhub 600, with additional features and faster copying ability at the same monthly cost. Trustee Miosi moved to place this item on the agenda of the meeting on May 14 for approval, Trustee Armstrong seconded the motion, and it carried.

**E. Purchase of Utility Vehicle**

Public Works Director Erb sought approval to utilize the lowest of three bids received to purchase a utility vehicle to be used for special events and other summer activities. This vehicle had been included in the approved FY08 budget. Trustee Miosi moved to place the resolution to purchase a Kawasaki Gator on the May 14 agenda, Trustee Armstrong seconded the motion, and it carried.

**F. Beach Fest Financial Update**

The Finance Director briefly introduced the format used to show the status of the Beach Fest budget for July 2007. There were no questions or comments at this time.

**G. Treasurer's Report – March 2007**

The Treasurer's Report for March 2007 was discussed. A comparison was provided to the financial condition at this time last year – the cash balance and total fund equity are both higher this year. There were very strong Income Tax, Use Tax, Home Rule Sales Tax, and Sales Tax revenues received in March. There were no questions regarding the report.

**5. Other**

The Carnival held over the weekend was mentioned – there were two noise complaints, but no other problems experienced. The Trustees also mentioned that McGee's is in the process of being torn down. Village staff will be asked to follow up on the status of this business.

**6. Public Participation**

There was no public participation.

**7. Executive Session**

Trustee Miosi moved to go into Executive Session at 6:48 p.m., Trustee Armstrong seconded the motion, and it carried.

Trustee Miosi moved to come out of Executive Session at 7:04 p.m., Trustee Armstrong seconded the motion, and it carried.

**8. Adjournment**

Trustee Miosi moved to adjourn the meeting, Trustee Armstrong seconded the motion, and the meeting was adjourned at 7:05 p.m.