

Village of Round Lake Beach

Finance Standing Committee Minutes

Monday, May 11, 2020 – 6:00 p.m.

Village Hall

1937 North Municipal Way

Round Lake Beach, IL 60073

1. **Committee Members:** Chairperson Trustee Cleveland, Trustee Stout, Trustee Davis and Mayor Hill
2. **Call to Order:** 6:01 p.m., by Chairperson Trustee Cleveland

Members Present: Chairperson Trustee Cleveland, Trustee Stout, Trustee Davis, Mayor Hill
3. **Members Absent:** None

Others in Attendance: Trustee Nickles; Trustee Valadez; Village Administrator Kilbane; Finance Director Rossi; Boy Scout Crew 1170
4. **Approval of Agenda** A motion was made by Trustee Davis and seconded by Trustee Stout to approve the agenda. All ayes, motion carried.
5. **Approval of Minutes** A motion was made by Trustee Stout and seconded by Trustee Davis to approve the minutes with no corrections for the April 13, 2020 Finance Committee Meeting. All ayes, motion carried.
6. **Scheduled Business**

A. Civic Center Preferred Caterer Contract Renewal

Finance Director Rossi notes that the current Preferred Caterer Agreements are due for renewal. The Round Lake Beach Cultural and Civic Center currently contracts with ten preferred caterers in two different tiers. Finance Director Rossi discusses the differences between Tier 1 and Tier 2 and outlines the preferred caterers in each Tier due for renewal.

Mayor Hill notes that “Caterer Productions” listed in the chart on the memorandum should read “Catered Productions.”

A motion was made by Trustee Davis and seconded by Trustee Stout to authorize the Mayor to sign the preferred caterer agreements and to place the approval of the Tier 1 and Tier 2 agreements and on the May 18, 2020 Board Meeting. All ayes, motion carried.

B. LCML Cooperative Bids-Annual Maintenance Program

Village Administrator Kilbane discusses the Villages participation in joint bids with the Lake County Municipal League (LCML) for FYE2021 maintenance programs which includes crack sealing, pavement markings, and concrete flatwork.

A motion was made by Trustee Stout and seconded by Trustee Davis to place the awarding of the bids to Patriot Pavement Maintenance, Inc. for a not-to-exceed contract amount of \$20,000 for the 2020 Crack Sealing Program, Precision Pavement Markings, Inc. for a not-to-exceed contract amount of \$25,000 for the 2020 Pavement Markings Program and Schroeder & Schroeder, Inc. for a not-to-exceed contract amount of \$45,000 for the 2020 Concrete Flatwork Program on the May 18, 2020 board meeting. All ayes, motion carried.

C. Public Works-Supplies and Services FY2021

Village Administrator Kilbane discusses Public Works allocated funds related to the maintenance and/or repair of various components of the Village Infrastructure such as the water and sewer distribution system parts, HVAC, Street Lighting repair and Water and Sewer preventative maintenance repairs.

Public Works recommends the Village Board authorization for staff to purchase materials and services related to the maintenance and repair of the Village Infrastructure.

A motion was made by Trustee Davis and seconded by Trustee Stout to place the authorization of staff to purchase materials and services from Mid-American Water & Sewer Inc. for a not-to-exceed amount of \$20,000, Core & Main LP. for a not-to-exceed amount of \$20,000, Peter Baker and Son Company, Inc. for a not-to-exceed amount of \$20,000, Thelen Sand & Gravel, Inc. for a not-to-exceed amount of \$20,000, Robinson Heating & Cooling, Inc. for a not-to exceed amount of \$30,000, and Home Towne Electric for a not-to-exceed amount of \$20,000 on the May 18, 2020 board meeting. All ayes, motion carried.

D. Facility Use Agreement

Village Administrator Kilbane presents information regarding the previous Use Agreement with Heritage Church which was amended in 2017 for an additional three year term as well as a separate agreement allowing the Campus Pastor to utilize the lower level office space at the Cultural and Civic Center.

Village Administrator Kilbane discusses the request made by the Senior Pastor of Heritage Church, Skylar Goodman, to renegotiate a new Use Agreement that would combine the two Use Agreements (one for Church Services and the other for Office Space) into one. Village Administrator Kilbane notes that the new Use Agreement would simplify the Use Fee Calculations and more clearly define the hours of operation that the Church can utilize both the Center and the Office.

Village Administrator Kilbane notes that due to the COVID-19 Virus and the Governor's Executive Order, the Church has not been able to carry out their Sunday Services. The Village has reduced the Church's rent beginning March of 2020 to \$550.00 per month which represents a storage fee for equipment that is owned by Heritage Church and stored at the Civic Center.

A motion was made by Trustee Stout and seconded by Trustee Davis to place the approval of the new Use Agreement on the May 18, 2020 board meeting. All ayes, motion carried.

E. Addendum to Lifeguard Agreement

Village Administrator Kilbane presents information regarding an addendum to the agreement with Jeff Ellis Management (JEM), who provides lifeguard services at the Village's Lakefront, which holds JEM harmless from any risk of incidents that occur outside of their contracted protection area.

Village Administrator Kilbane notes that there will be future discussion and recommendation regarding the re-opening of the Village's lakefront swim area.

A motion was made by Trustee Davis and seconded by Trustee Stout to place the approval of the addendum on the May 18, 2020 board meeting. All ayes, motion carried.

7. Other Business-

A. Beach Fest 2020

Village Administrator Kilbane discusses the possible postponement or cancellation of BeachFest 2020 scheduled for the weekend of July 3rd and 4th. There will be future discussion and recommendation based on the Governor's Executive Order.

No action was taken, informational purposes only.

B. La Azteca-Cedar Lake Road

Trustee Valadez notes that there has been a sign on the door of La Azteca stating that the business is closed.

Village Administrator Kilbane to follow up.

C. Playground at the Lakefront

Chairperson Trustee Cleveland notes that the caution tape that is around the playground near the lakefront has fallen down.

Village Administrator Kilbane to follow up.

8. **Public Participation**-None

9. **Executive Session** – None

10. Adjournment

Trustee Stout made a motion and seconded by Trustee Davis to adjourn the meeting at 6:26 p.m. All ayes, motion carried.

Minutes approved by the Finance Committee on June 8, 2020.

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