

**Village of Bensenville
Village Board Room
12 South Center Street
Bensenville, Illinois 60106
Counties of DuPage and Cook**

**MINUTES OF THE ADMINISTRATION, FINANCE AND LEGISLATION
COMMITTEE MEETING**
June 17, 2014

CALL TO ORDER: Chairman Bartlett called the meeting to order at 6:21 p.m.

PRESENT: Upon roll call by Deputy Village Clerk, Corey Williamsen, the following Board Members were present:

Chairman Bartlett, President Soto, Jarecki, O'Connell, Ridder, Wesseler

Absent: Janowiak

A quorum was present.

Village Clerk, Ilsa Rivera-Trujillo was also present

Staff Present: Cassady, Village Attorney, Pat Bond, DiSanto, Kosman, Patel, Radde, Rysavy, Schaeffer, Viger, Williamsen

**Approval of
Minutes:** The November 19, 2013 Administration, Finance and Legislation Committee Minutes were presented.

Motion: Trustee Wesseler made a motion to approve the minutes as presented. President Soto seconded the motion.

All were in favor. Motion carried.

**Comprehensive
Financial Report:** Director of Finance, Tim Sloth, presented to the Committee a resolution receiving and placing on file the Village of Bensenville audited Comprehensive Annual Financial Report (CAFR) and Management Letter for Fiscal Year end December 31, 2013.

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Jamie L. Wilkey of Lauterbach & Amen, LLP presented to the Committee an overview of the Audited Comprehensive Annual Financial Report, Single Audit Report and Management Letter for Fiscal Year End December 31, 2013.

Trustee Ridder asked if the Village has implanted a stable setup for Recreation to account for all expenditures and revenues. Mr. Sloth stated the Village's current operations for Recreation are operating as expected and he feels confident there will be no further issues.

Motion: Trustee O'Connell made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. President Soto seconded the motion.

All were in favor. Motion carried.

Water / Sewer Rates: Director of Finance, Tim Sloth, presented to the Committee an ordinance amending Municipal water / sewer rates of the Village of Bensenville Counties of Cook and DuPage.

James Sparber of Baxter and Woodman presented to the Committee a presentation of the Village of Bensenville water & sewer rate study. Mr. Sparber stated the Water and Sewer Rate study makes a recommendation to the Board based on nearly 4 years of study and analysis by Baxter & Woodman and Staff. Mr. Sparber stated the Village last raised water rates in May, 2011, and since that time the City of Chicago and the DuPage Water Commission have increased the cost of the water the Village buys by 129%. Mr. Sparber stated these increases have not been passed on to Bensenville customers; however, due to the water cost increase and in order to fund the Village's operating, debt service, and capital spending now and into the future, a rate increase is necessary or the Village will deplete its fund balance within two years. Mr. Sparber stated the Study presents three scenarios for increasing rates over a 5 year period. Mr. Sparber stated staff and Baxter & Woodman recommend Scenario #2, which increases rates by 15% on July 1, 2014 (~\$13.45/month for the average resident) and then 7.5% for the following four years. Mr. Sparber stated all future rate increases would be evaluated on an annual basis before implementation.

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Mr. Sparber stated the proposed ordinance also introduces a 150% water rate for unincorporated customers to cover the additional costs of service outside the Village's boundaries. Mr. Sparber stated the proposed increase schedule will stabilize the Village's utility fund and out years will require only inflationary increases. Mr. Sloth stated staff recommends approval of the proposed Ordinance.

President Soto thanked Baxter & Woodman and Staff for their presentation and stated he would be in favor with the recommended scenario #2. President Soto asked Staff to complete a survey with other Communities that detail water / sewer rates for Municipalities that operate their own wastewater facility.

Trustee Wesseler stated he would prefer to see a steady 10% increase for users, similar to scenario #1. Mr. Sloth stated the minor increase from 9.2% to 10% would still put the Village in a difficult position by 2016 with its fund balance.

Trustee Ridder asked Staff to inform the users of the rate increase in an upcoming water bill and offer an explanation for the increase.

Motion: Trustee O'Connell made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. Trustee Bartlett seconded the motion.

All were in favor. Motion carried.

Baxter & Woodman

Amendment No. 2: Director of Finance, Tim Sloth, presented to the Committee a resolution authorizing amendment No. 2 with Baxter & Woodman for the 2010 water and sewer study in the amount of \$26,100 for a total cost of \$39,950.

There were no questions from the Committee.

Motion: Trustee O'Connell made a motion to approve this item for placement on a future Village Board Meeting Agenda for action. President Soto seconded the motion.

All were in favor. Motion carried.

**INFORMATIONAL
ITEMS:**

**White Pines Water
Meter Replacement**

Project Status: Village Manager Michael Cassady stated the Village currently maintains a water system in the unincorporated White Pines Subdivision. Mr. Cassady stated most of the infrastructure was installed in the 1940's and the water mains are located in rear yards. Mr. Cassady stated the system is in dire need of replacement. Mr. Cassady stated the estimated cost of replacement is \$7 million. Mr. Cassady stated staff recently met with DuPage County and the White Pines Civic Association Board to discuss funding mechanisms. Mr. Cassady stated all parties agreed that a Special Service Area (SSA) is the best option, which would allow the cost to be paid fully by the White Pines residents on their property tax bills over a 20 year period. Mr. Cassady stated the Village has already pre-applied for an Illinois Environmental Protection Agency low interest loan of 1.98% to help reduce the cost. Mr. Cassady stated discussions are still ongoing and this matter would come back to Committee for further discussion.

President Soto asked staff to seek grant opportunities for the proposed project.

ADJOURNMENT: Trustee O'Connell made a motion to adjourn the meeting. President Sot seconded the motion.

All were in favor. Motion carried.

Chairman Bartlett adjourned the meeting at 8:15 p.m.

Corey Williamsen

Deputy Village Clerk

PASSED AND APPROVED by the President and Board of Trustees of the Village of Bensenville this 19th day, August 2014