



draft- Administration & Finance Committee- Meeting Minutes
August 2, 2018

CALL TO ORDER: 4:30 p.m. by Chair - Trustee Liddle

ROLL CALL:

<p><u>Committee</u> Trustee Liddle (as Chair) Mayor Gunter Clerk Szymiski Trustee Addington Trustee Barker Trustee Guzzo Trustee Barry Trustee Nero</p> <p><u>Visitors</u> none</p>	<p><u>Staff</u> Village Manager May Finance Director Parker PW Director Ramsey Fire Chief Weiss Police Deputy Chief Gruen Police Chief Gunther Deputy Liq Comm Mulhearn Deputy Clerk Richards Communications Asst Alison Murphy Interim Community Dev Director Bourque Communications Director McIntyre IT Director Liljeberg (recording office) Economic Development Director Forsberg</p>
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I PLEDGE OF ALLEGIANCE

II ROLL CALL - by observation

III PUBLIC COMMENT: No public in attendance.

IV APPROVAL OF MINUTES:

- July 5th Administration & Finance Committee Meeting Minutes
 - Motion by Trustee Guzzo & 2nd by Trustee Addington
 - All ayes - Approved

V UNFINISHED BUSINESS: None listed.

VI NEW BUSINESS

- a. **Water use due to vandalism** was presented by Finance Director Parker with examples of residents that have been on vacation and found the outdoor spicket running or even leaving the house in the morning and found it running. Often a resident will file a police report for vandalism. The question is does the board want to allow Finance to adjust the resident bill to Village cost of the water only?
 - i. Trustee Addington asked if the resident can prove that they were on vacation?

- ii. Manager May explained that the facts that we have is that when there are cases that resident bill is substantially higher and residents feel that the meter is wrong and the water was not used. In rare cases you might find out the neighbor used your water to fill his pool. The Village only knows the water was used. The rare occurrence is when the police report that the yard is saturated.
- iii. Trustee Barker asked if this was a private homeowners insurance claim? The answer was yes it could be.
- iv. Mayor asked what the cost would be? The answer was about half.
- v. Trustee Liddle asked if the requirement could be set that a police report would be required to prove vandalism? The answer was yes.
- vi. Clerk Szymiski stated that she had had this happen once and she did not think of calling the police.
- vii. Trustee Guzzo asked if this was a common occurrence? There have been three or four this year, not all in the same neighborhood.
- viii. Trustee Liddle asked if this is something we want to entertain? The response was positive giving staff the direction to set up some perimeters for a policy.

b. REPORTS

- i. Chairperson - Nothing
- ii. Village Manager - Manager May stated that the report handed out for the meeting has been alter, the committee section has been added to the Manager's Report however Mr. McIntyre has written the sections. These topics are committee related not communications related so it has been changed.
- iii. Sister City Committee - Mr. McIntyre presented a slideshow recap of the Taiwanese visit with Angela Yang and Tom Mulhearn.
 - 1. An economic development letter of intent was signed before the delegation left.
 - a. Chicago Prostate Center has indicated that a center in Taiwan is of interest.
 - b. A return of a Westmont delegation to Taiwan is of interest for Economic Development purposes.
 - 2. The financial report in round numbers of the Sister City Program noted that over the last 3 years \$40,000.00 has been budgeted; \$10,000.00 the first two years and \$20,000.00 this year.
 - a. The expenses to date has been \$33,000.00 for this fiscal year.
 - b. Manager May stated that these expenses are for this visit.
 - c. Trustee Barry remarked that at \$33,000.00 you are over budget for this year.
 - d. Director Parker explained that last year we were over budget by \$7,000.00 so that this year we budgeted \$20,000.00 to overset the over budget last year.

3. Upcoming Sister City Events:
 - a. Students will be visiting next week.
 - b. August 19 there is a picnic for the Taiwanese Chamber of Commerce that Angela is the President of at Ty Park.
 - c. September 26-29 is the invitation from the Magistrate to have local businesses visit for an Economic Development exploration. The Taiwanese are looking to fund this trip.
 - i. Mayor asked if there was a conference as a part of this trip?
 - ii. Ms Yang read a letter from the Magistrate announcing the International Healthy Smart City Summit at the end of September.
 1. The focus will be medical, the idea was developed here in Westmont.
 2. This will focus on the private sector.
 - d. October 6 is the Double 10 parade in Chinatown and we will have a float again, this will be the third year.
 - e. November is again the student exchange program that we did a year ago over Thanksgiving.
 - f. Taiwanese Chamber of Commerce will have the Luna Party. Jan 12 2019 at the Westmont Hilton.
 - i. Trustee Barry asked if the High School was looking for host families?
 1. Mr. McIntyre responded that he and Angela did the bulk of all the planning last year as it was the first year. This year hoping that the community steps up.
 - ii. Trustee Barry asked how many would be needed? The answer was 10
 - iii. Mayor Gunter asked if this included the instructor? Ms. Yang responded that if the Principal is able to attend she can be put up in a hotel.

Trustee Liddle stated there was another meeting about to begin so that if there was anything to be mentioned not in the report, please come to the podium. Seeing no one, the meeting was adjourned.

- c. **ADJOURN** Motion by Trustee Guzzo, seconded by Trustee Addington, all ayes.
- d. (next meeting is scheduled for September 13, 2018)