

9/8/15



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Approved 10/13/15

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**MINUTES OF THE COMMITTEE-OF-THE-WHOLE MEETING OF THE  
PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF  
WILMETTE HELD ON TUESDAY, SEPTEMBER 8, 2015 AT 6:00 P.M.  
IN THE SECOND FLOOR TRAINING ROOM OF THE  
VILLAGE HALL, 1200 WILMETTE AVENUE, WILMETTE, ILLINOIS.**

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Members Present:

President

Bob Bielinski

Trustee

Carol Ducommun  
Cam Krueger  
Ted McKenna  
Senta Plunkett  
Daniel Sullivan  
Julie Wolf

Staff Present:

Timothy Frenzer, Village Manager  
Michael Braiman, Assistant Village Manager  
Alex Cease, Assistant to the Village Manager  
John Prejzner, Assistant to the Village Manager  
Blythe Trilling, Assistant Finance Director  
Peter Skiles, IT Director/Deputy Finance Director  
Guy Lam, Deputy Public Works Director  
Brian King, Police Chief  
Jorge Cruz, Assistant Village Engineer  
Nabil Quafisheh, Director of Water Management  
Nate Jordan, Assistant Water Plant Superintendent  
Mike McGreal, Fire Chief  
Tom Robertson, Deputy Fire Chief  
Anthony Bucci, Duty Chief  
Ben Wozney, Duty Chief  
Russ Jensen, Village Engineer  
Brigitte Berger, Engineering & Public Works Director

**I. Call to Order**

President Bielinski called the meeting to order at 5:37 p.m.

## II. Discussion of 2016 – 2025 Capital Improvement Program

Michael Braiman, Assistant Village Manager, provided an introduction to the Village's Capital Improvement Program (CIP). Mr. Braiman stated that at the last Finance Committee meeting, the Committee recommended the adoption of a revised budget reserve policy which creates a Capital Equipment Replacement Fund. More discussion on this will take place at the 2016 Budget Workshop.

Brian King, Police Chief, presented Police 2016 CIP items, including the replacement generator and four marked squad cars. Mr. Braiman stated that the Police Station is no longer functional and will eventually need to be replaced. There will be an opportunity to do so with available financing in 2025 when existing debt service is retired.

Mike McGreal, Fire Chief, presented Fire 2016 CIP items, including the SCBA filling station, garage floor rehabilitation, and the incident command van.

Peter Skiles, IT Director/Deputy Finance Director, presented 2016 IT items, including GIS, Munis Customer Service Modules, and Server Consolidation. Mr. Braiman stated that staff is recommending advancing the Server Consolidation to 2015 for \$47,000.

Mr. Braiman, presented the 2016 Facilities item which is the Village Hall entrance doors. Mr. Braiman stated that staff is recommending advancing this item to 2015 in the amount of \$75,000.

Brigitte Berger, Engineering & Public Works Director, presented the Engineering and Public Works CIP items. Ms. Berger noted that the previously recommended funding level for the Street Resurfacing Program was \$2 million. However, due to increased construction costs and lack of available funding in recent years, the new recommended funding level is \$2.75 million to maintain the streets in good or better condition.

Nabil Quafisheh, Water Management Director, presented the Water Plant CIP items, noting that the Water Plant needs to invest \$300,000 - \$400,000 annually to adequately maintain its infrastructure.

Ms. Berger presented the Sewer improvement CIP items, noting that the \$24 million sewer improvement program will conclude in 2016. At this time no funds are allocated for the stormwater projects as the options are currently under review by the Municipal Services Committee.

The Village Board concurred with staff's recommendation to advance the server virtualization and Village Hall entry door replacement projects to 2015.

**III. Public Comment**

A resident commented that he is surprised to hear that there is no quantitative analysis method to compare the projects. President Bielinski commented that a lot of the projects involve service delivery which does not lend itself easily to such analysis.

**IV. Adjournment**

Trustee Ducommun moved to adjourn the meeting at 7:11 p.m., seconded by Trustee Wolf. There was no further discussion on the motion. All voted aye, the motion carried.

Respectfully submitted,

John Prejzner  
Assistant to the Village Manager