

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE VILLAGE OF
BUFFALO GROVE HELD IN THE EOC CONFERENCE ROOM,
50 RAUPP BOULEVARD, BUFFALO GROVE, ILLINOIS ON MONDAY, SEPTEMBER 27, 2010**

CALL TO ORDER

President Hartstein called the meeting to order at 6:30 P.M.

Physically present were: Elliott Hartstein, Village President; Jeffrey Braiman, Steve Trilling, Lisa Stone, and Beverly Sussman, Village Trustees; Dane Bragg, Village Manager; Ghida Neukirch, Deputy Village Manager; Scott Anderson, Director of Finance; Katie Skibbe, Assistant Director of Finance; Art Malinowski, Director of Human Resources; Robert Giddens, MIS Director; and Joseph Tenerelli, Village Treasurer. Trustees Glover and Berman were absent.

Staff members presented reports and updates on the Agenda items. General Board discussion on all items followed, with staff answering questions on each of the items.

Purchase Policy - \$15k+

Staff reviewed the *Village of Buffalo Grove Guidelines and Procedures for Purchasing* document which was revised in April of 2008. This document reviews the procedures for the purchasing of goods and services for the Village, which are designed to promote efficiency for each dollar spent.

Health Insurance

In an effort to respond to the needs of both the Village and its employees, staff has begun a comprehensive review of our current health insurance plan offerings. Staff reviewed the existing plan and possible options for 2011, details of which are contained in Mr. Malinowski's memo to Mr. Bragg of September 22, 2010, as well as Mr. Anderson's memo to Mr. Bragg of September 23, 2010.

Capital Improvement Plan (FY 2011-2015)

Staff presented an analysis of all projects submitted to be included in the first year of the next five-year Capital Improvement Plan (C.I.P.) encompassing fiscal years 2011 through 2015, details of which may be found in Mr. Anderson's memo to Mr. Bragg dated September 23, 2010. Department Directors were asked to pay particular attention to the project requests in light of the current economic conditions.

There was also a status report with regard to the replacement of the Telephone System – Phase 2, details of which are contained in Mr. Giddens' memo to Mr. Bragg of September 22, 2010, with staff answering questions from the Board.

FY 2011 Revenues, Wage Options and Recommendations

Mr. Malinowski reviewed the compiled actual 2009 and 2010 and anticipated 2011 general wage increase information for the 20 communities in the Chicago metropolitan area that the Village of Buffalo Grove considers "comparable", details of which are contained in his memo to Mr. Bragg of September 22, 2010. Discussion followed, with staff answering questions from Board members.

Golf Course Operating Subsidy

Staff presented a report related to the fiscal condition of both the Buffalo Grove and Arboretum Golf Courses, as well as the general state of the golfing industry and current economic environment. Details of the presentation may be found in Mr. Anderson's memo to Mr. Bragg of September 9, 2010. Board discussion followed, with staff answering questions from the Board.

Home Rule Sales Tax/Utility Use Taxes – Sunset Provision Issues

Discussion was had on Village Ordinance #2009-89 (Municipal Gas Use Tax) and Village Ordinance #2009-90 (Electricity Use Tax), as each ordinance has a requirement for the Village Board to review and determine by January 15th of each year whether or not the tax should be retained, amended, or repealed for the subsequent year. Details of both of these issues are contained in Mr. Anderson's memos to Mr. Bragg of September 22 and 23, 2010.

MFT Funding Issues

Staff has identified the challenges of adequately funding the annual street maintenance program. What was initially addressed as a future concern is now shifting to an immediate problem. Therefore, staff has identified one source of revenue that would help to partially bridge the operating deficit, that being the implementation of a local motor fuel tax. Details of this proposal are contained in Mr. Anderson's memo to Mr. Bragg of September 21, 2010. Discussion on the proposal ensued.

ADJOURNMENT

Moved by Braiman, seconded by Trilling, to adjourn the meeting. Upon voice vote, the motion was unanimously declared carried, and the meeting was adjourned at 9:20 P.M.

Janet M. Sirabian, Village Clerk

APPROVED BY ME THIS 18th DAY OF October, 2010

Village President