



**VILLAGE OF GILBERTS
VILLAGE BOARD MEETING MINUTES
TUESDAY, FEBRUARY 21, 2023
Village Hall: 87 Galligan Road, Gilberts, IL 60136**

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

President Zambetti called the meeting to order at 7:00 p.m. He proceeded to lead those present in the Pledge of Allegiance.

2. ROLL CALL / ESTABLISH QUORUM

Administrator Brian Bourdeau called roll. Roll call of Board members present: Trustees LeClercq, Corbett, Allen, Hacker, and Coats were present, as was President Zambetti. Also present were Management Analyst Riley Lynch, Public Works Director Wade Kretsinger, Finance Director Taunya Fischer, and Police Chief Todd Block. Trustee Redfield arrived at 7:01p.m.

3. PUBLIC COMMENT – None.

4. CONSENT AGENDA

A. A Motion to approve Minutes from the February 7, 2023 Regular Village Board Meeting

B. A Motion to approve Bills & Payroll dated February 21, 2023

C. A Motion to approve the January 2023 Treasurer's Report

President Zambetti asked if there was anything anyone wanted to remove from the Consent Agenda. No removals were requested.

A Motion to Approve Consent Agenda items 4.A-C as presented was made by Trustee Allen and seconded by Trustee Coats. Roll call vote: Trustees LeClercq, Corbett, Allen, Hacker, Coats and Redfield voted (6) Aye, 0-nays, 0-abstained. Motion carried.

5. ITEMS FOR DISCUSSION –

A. Discussion Regarding Municipal Facility Needs

President Zambetti, the Board members, and Administrator Bourdeau discussed the idea of having a facility needs assessment study performed in order to help the Village gain knowledge in terms of future buildings, staff, and equipment growth. Administrator Bourdeau stated that the last one was done in 2010-2011 and only included Village Hall and the Police Department, whereas a new one should also include Public Works. President Zambetti also explained that a facility needs assessment would help staff and

the Board better understand the size of land needed for a potential future municipal site, the projected cost for long-term budget purposes, and show details when applying for grants. In general, the Board members provided consensus to staff to move forward with getting a facility needs study done.

Administrator Bourdeau explained briefly how this would be done through a blind bid process with architectural firms and follow-up negotiations. He also stated that based off the facility needs study, it will determine in the future if staff will bring to the Board a Phase One Engineering Study of a current Village-owned parcel of land.

[Trustee LeClercq dropped from the Zoom meeting at 7:27 p.m.]

B. Presentation and Discussion of the Proposed 2023 Community Days Budget

Analyst Lynch reviewed the projected revenues and expenditures for the 2023 Community Days event. He stated that most of the anticipated revenues are staying the same such as from sponsorships and the carnival, while there is a slight increase for beverage sales and an increase due to the revenue from video gaming terminal fees. Analyst Lynch did state that on the expenditure side there are some increases in contracts for things such as entertainment, the petting zoo, and the stage. He said a lot of this is attributed to the fact that in 2022 the expenses were still locked in from canceled events during the pandemic, whereas now in 2023 been vendors have increased their prices.

Analyst Lynch and the Board discussed the added line item for overtime for Public Works staff. Trustee Allen also discussed with Administrator Bourdeau and Analyst Lynch the starting fund balance and what money was coming from reserve funds.

Analyst Lynch and the Board members discussed whether or not they wanted fireworks this year, as they are large expense, and this year the projected cost for a similar sized show as 2022 would be \$12,000. The Board discussed the pros and cons of fireworks and how they could be funded, as Board members were split on the idea. They came to a general consensus to not have fireworks this year and to save them for years that marked a special occasion, unless an unexpected source of revenue was found that could pay for the fireworks.

6. ITEMS FOR APPROVAL –

A. A Resolution Authorizing an Agreement with Double B Booking, Inc. to Provide Entertainment Booking and Stage Management Services for the 2023 Community Days (Resolution 04-2023)

Trustee Allen made a motion to approve Item 6.A., which was seconded by Trustee Redfield. Roll call vote: Trustees Corbett, Allen, Hacker, Coats and Redfield voted (5) Aye, 0-nays, 0-abstained. Motion carried.

B. Authorization to Email Executive Session Meeting Minutes to Village Board Members for the First Semi-Annual Review of 2023 pursuant to Section 2.06(f) of the Open Meetings Act

Trustee Allen made a motion to approve Item 6.B., which was seconded by Trustee Redfield. Roll call vote: Trustees Corbett, Allen, Hacker, Coats and Redfield voted (5) Aye, 0-nays, 0-abstained. Motion carried.

7. STAFF REPORTS –

Public Works Director Kretsinger

- is watching the weather for tomorrow and his crew is ready.
- appreciates the Board’s support earlier this evening for moving forward with the facilities-need assessment

Finance Director Fischer – no report

Management Analyst Lynch – nothing besides the previous Community Days budget update

Administrator Bourdeau

- a virtual house will start next Thursday as part of the Comprehensive Plan, and should last about two weeks long. He said the virtual open house will be conducted through the Comprehensive Planning website, and staff will work with the consultants on how to advertise it on social media

8. TRUSTEES’ REPORTS – None.

9. PRESIDENT’S REPORT – None.

10. EXECUTIVE SESSION - None.

General:

President Zambetti briefly discussed with the Board an initial proposal from a developer regarding the sizing of private roads, which included narrower roads than what the Uniform Development Ordinance requires for public roads. The Board discussed that the roads should be built to Village standards.

11. ADJOURNMENT

There being no further public business to discuss, a motion to adjourn from the public meeting was made by Trustee Allen and seconded by Trustee Redfield at 8:15 p.m. Voice vote carried unanimously, Aye (5). 0-nays, 0-abstained.

Respectfully submitted,

Kelly Mastera

Kelly Mastera, Village Clerk