# MINUTES OF A COMMITTEE OF THE WHOLE MEETING OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES OSWEGO VILLAGE HALL 100 PARKERS MILL OSWEGO ILLINOIS

#### 100 PARKERS MILL, OSWEGO, ILLINOIS September 6, 2022

#### **CALL TO ORDER**

President Troy Parlier called the meeting to order at 6:02 p.m.

#### **ROLL CALL**

Board Members Physically Present: President Troy Parlier; Trustees Tom Guist, James Marter II, Terry Olson, and Jennifer Jones Sinnott.

Board Members Absent: Kit Kuhrt (attended at 7:00 p.m.)

Board Members Attending Electronically: Trustee Brian Thomas (attended at 6:02 p.m.)

Staff Physically Present: Dan Di Santo, Village Administrator; Christina Burns, Asst. Village Administrator; Andrea Lamberg, Finance Director; Tina Touchette, Village Clerk; Jeff Burgner, Police Chief; Jennifer Hughes, Public Works Director; Rod Zenner, Community Development Services Director; Bridget Bittman, Community Engagement Manager- Marketing; Kevin Leighty, Economic Development Director; Joe Renzetti, IT/GIS Director; and Karl Ottosen, Village Attorney.

## CONSIDERATION OF AND POSSIBLE ACTIONS ON ANY REQUESTS FOR ELECTRONIC PARTICIPATION IN MEETING

President Parlier noted that Trustee Thomas would like to electronically attend tonight's meeting. Trustee Thomas submitted the necessary documents to the Village Clerk.

A motion was made by Trustee Marter II and seconded by Trustee Olson to approve Trustee Brian Thomas to electronically attend the September 6, 2022 Committee of the Whole Meeting.

Aye: Tom Guist James Marter II
Terry Olson Jennifer Jones Sinnott

Nay: None

Absent: Brian Thomas, Kit Kuhrt

The motion was declared carried by a roll call vote with four (4) aye votes and zero (0) nay votes.

Trustee Brian Thomas attended electronically at 6:02 p.m.

#### **PUBLIC FORUM**

Public Forum was opened at 6:03 p.m.

Gerald Sternberg addressed the Board regarding the ordinance that was recently passed which restricts parking in subdivisions around Oswego East High School; he lives in Steeplechase which is one of the subdivisions included in the parking restrictions; he understands the intent, but it is extremely unlikely students will park in the subdivision; he has concerns with visitors and visiting nurses since the subdivision is senior living; not all residents have computers; permit cost; he asked for exemption in Steeplechase. Administrator Di Santo asked him to speak to Chief Burgner to help resolve some of his problems.

Kari Rankins addressed the Board regarding the fire hydrants at Pineridge Club; fire hydrants need to be painted; all other hydrants in the area are done, but not Pineridge Club; the hydrants are awful and look atrocious. President Parlier said it will be taken care of.

There was no one else who requested to speak. The public forum was closed at 6:08 p.m.

#### **OLD BUSINESS**

There was no old business.

#### **NEW BUSINESS**

G.1 Police Pension Fund Actuarial Reports

Director Lamberg addressed the Board regarding the police pension actuarial reports. The levy calculation almost exactly the same and a little less than last year. Kevin Cavanaugh, Actuarial Consultant for Lauterbach & Amen, LLP presented the following:

#### Recommended Contribution & Funded Status

- \$1,521,266 recommended for upcoming tax year
- Investment performance spread out over five years
- 3.86% decrease year over year

	Prior Valuation	Current Valuation	Difference
Recommended Contribution	\$1,582,322	\$1,521,266	-\$61,056 (3.86% Decrease)
Fair Value of Assets (FVA)	\$43,080,000	\$40,840,000	(\$2,240,000)
Actuarial Value of Assets (AVA)	\$38,860,000	\$42,620,000	\$3,760,000
Actuarial Accrued Liability	\$48,270,000	\$51,680,000	\$3,410,000
EAN Unfunded Actuarial Accrued Liability/(Surplus)	\$9,405,000	\$9,063,000	(\$342,000)
Percent Funded (AVA)	80.51%	82.46%	1.95%
Percent Funded (FVA)	89.26%	79.02%	(10.24%)

Current Funding
Policy is level %
pay contributions to
a 100% funding
target over the
remaining 17 years.

#### Recommended Contribution Reconciliation

- Demographic evaluation updates
- (\$3,700) due to assets moving
- 101% of recommendation of contribution

Polov Voluntion	Actuarial Liability	Recommended Contribution
Expected Changes	\$3,279,000	\$51,400
Salary Increases Less than Expected \$43,080,000	(\$167,000)	(\$13,700)
Actuarial Experience	\$303,000	(\$68,700)
Assumption Changes	\$51,680, \$0	\$3,410,00 \$0
Asset Return Greater than Expected	\$9,063,0 <b>\$0</b>	(\$3,700)
Contributions Greater than Expected	82.469 \$0	1.95(\$26,400)
Net Increase/(Decrease)	\$3,415,000	(\$61,100)

#### Recommended Contribution Breakdown

	Prior Valuation	Current Valuation	Difference
Employer Normal Cost (with interest)	\$867,450	\$802,082	(\$65,368)
Amortization of Unfunded Accrued Liability/(Surplus)	\$714,872	\$719,184	\$4,312
Recommended Contribution	\$1,582,322	\$1,521,266	(\$61,056)

The Recommended Contribution has Decreased by 3.86% from the Prior Valuation.

#### **Demographic Changes**

- There were 10 Members who were hired during the year. This increased the Recommended Contribution by approximately \$88,800.
- There were 3 Members who retired during the year. This increased the Recommended Contribution by approximately \$14,000.
- There were 6 Members who terminated employment during the year. This decreased the Recommended Contribution by approximately \$30,500.
- There were 37 inactive Members who continued to collect benefits. This increased the Recommended Contribution by approximately \$16,400.
- Other demographic changes experienced during the year were minimal.

#### Age and Service Distribution

			J, 1, 202	- Age un	d Service	Distribu	cion-An	ACCIVE II	icinibera			
	Service	Under 1	1 to 4	5 to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 & up	Total
Age												
Under 25		1										1
25 to 29		7	4	1								12
30 to 34		1	1	4								6
35 to 39				2	3	1						6
40 to 44				1	2	10	1					14
45 to 49					2	2	3	3				10
50 to 54							3					3
55 to 59												
60 to 64												
65 to 69												
70 & up												
Total		9	5	8	7	13	7	3				52

#### **Expected Benefit Payments**

• \$3,368,000 attributed to upcoming retirements

Current Valuation		
Total Active Members	52	
Total Inactive Members	37	
Current Benefit Payments	\$1,222,000	
Expected Benefit Payments in 5 Years	\$2,218,000	
Expected Benefit Payments in 10 Years	\$3,368,000	

#### **Assumption Changes**

• No change in assumption this year

• The year over year step increases dictated by the new wage schedule did not change from the prior wage schedule; therefore we have not updated the individual pay increases assumption.

#### Change in Fair Value of Assets

- (7.86%) is in line with what they have seen
- 14% off of what is expected

Current Valuation					
\$43,080,000					
\$1,801,000					
\$612,000					
(\$3,405,000)					
(\$1,222,000)					
(\$29,700)					
(\$2,243,000)					
\$40,840,000					

The Rate of Return on Investments on a Fair Value of Assets Basis for the Fund was Approximately (7.86%) Net of Administrative Expense. The Expected Rate of Return on Investments is 6.50%.

#### Risk Management

- The ratio of benefit payments to the Fair Value of Assets is 2.99%, compared to an Expected Rate of Return on Investments of 6.50%.
- Based on the number of active Members in the Plan, there is a low demographic risk.
- Reducing the Expected Rate of Return on Investments by 25 basis points produces a Recommended Contribution that is 15.80% higher than currently shown.

#### Alternative Contribution

• Recommend contributing \$1.52 million this year

	Current Valuation
Alternative Contribution	\$1,180,639
PUC Unfunded Actuarial Accrued Liability/(Surplus)	\$10,310,000
Alternative Contribution Funded Percentage (AVA)	80.52%

Alternative
Contribution Funding
Policy is Level % Pay
Contributions to a
90% Funding Target
Over the Remaining
18 Years.

#### Five-Year Employer Contribution History

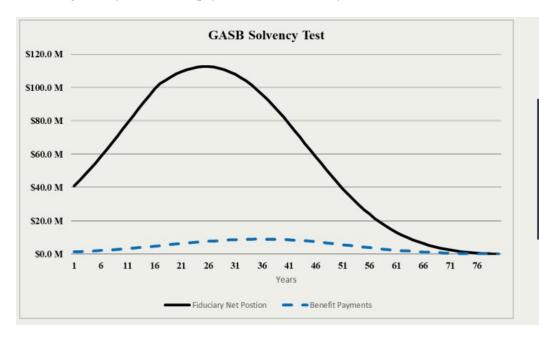
- Actuarially Determined Contribution numbers are the recommended contributions
- Village of Oswego has done their part; kudos for funding in a responsible way

Fiscal Year End	Employer Contribution	Actuarially Determined Contribution (ADC)	% of ADC
4/30/2022	\$1,800,798	\$1,783,331	100.98%
4/30/2021	\$1,600,000	\$1,542,957	103.70%
4/30/2020	\$1,400,001	\$1,398,759	100.09%
4/30/2019	\$1,400,000	\$1,342,897	104.25%
4/30/2018	\$1,430,544	\$1,392,423	102.74%
		5 - Year Average	102.35%

The Actuarially
Determined
Contribution for the
Current Year is the
Recommended
Contribution from the
May 1, 2020
Actuarial Valuation
Completed by
Lauterbach & Amen,

#### **GASB Solvency Test**

• Going to fully solvent and payable for the next 80 years



The Plan's Projected
Fiduciary Net
Position is
Anticipated to Cover
Projected Benefit
Payments in Full for
the Current
Employees.

#### G.2 Fiscal Year 2023 First Quarter Financial Update

Director Lamberg addressed the Board regarding FY23 first quarter financials.

- Revenues at 25% or more
- Expenditures at 25% or below
- \$2 million in surplus
- Sales tax coming in well over budget
- Watching fuel trends
- Most other Funds are doing well
- Watching the Police Pension Fund

First quarter revenues for the Village total \$15.8 million (28.3% of budget) compared with expenditures of \$10.1 million (17.6% of budget). Timing of expenditures is always the variable in comparing the current fiscal year with the prior fiscal year. Fiscal year 2023 first quarter results are better than the Fiscal year 2022 on the revenue side and higher on the expenditure side. This is expected due to the rising cost of goods.

#### **General Fund**

Revenues are \$968,278 greater than last fiscal year while expenditures are \$199,012 less. Tax revenues were \$488,796 greater than last year with Sales and Income tax accounting for most of the increase.

#### **Motor Fuel Tax Fund**

Revenues are \$254,963 lower this fiscal year due to the sunset of Rebuild Illinois grant revenue. Expenditures of \$504,514 have been recorded in the first quarter on a budget of \$2,653,078.

#### TIF Fund

➤ Only \$33,199 in expenditures were paid in the first quarter compared with \$547,180 in property tax revenue received.

#### **Capital Improvement Fund**

Revenues were greater than expenditures by \$423,083. Sales tax revenue are comparable to last year while Local MFT revenue is \$67,131 greater than last year. Expenditures of \$371,873 for the transfer to the Debt Service Fund and \$670,528 paid for public improvements for the quarter.

#### **Debt Service Fund**

Revenues and expenditures are equal and as budgeted.

#### Water and Sewer Fund

Revenues are \$96,076 greater than last year. Expenses are higher by \$242,815. While expenses are higher than last year, they are only at 12.7% of budget.

#### **Water and Sewer Capital Fund**

Revenues are greater than expenses by \$8,507. Only \$57,213 in expenses have been paid out this quarter on an annual budget of \$3,186,500.

#### **Garbage Collection Fund**

Revenues are \$245,998 more than last fiscal year through the quarter. Garbage fees are billed every other month while expenses are paid monthly. This results in a timing issue and explains why revenues are greater than expenditures at the end of the first quarter.

#### **Municipal Fleet Fund**

Revenues and expenses are as anticipated this quarter.

#### **Municipal Parking Fund**

➤ Permit fees for the quarter total \$46,946 while no expenses have been posted.

#### **Police Pension Fund**

Revenues are \$823,206 more than expenditures through the first quarter. Tax revenue and investment earnings account for the strong revenues in the quarter.

Board and staff discussion focused on very responsible in funding; police pension consolidation on September 1, 2022; whether anything is changing with the state taking over the police pension fund; only change is in the investment of the funds; Director Lamberg will receive a report from the state. There was no further discussion.

G.3 2022-2025 Strategic Plan Update

Asst. Administrator Burns addressed the Board regarding the strategic plan update.

### Village of Oswego Strategic Plan Summary 2022-2025

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STRATEGIC PRIORITY	STRATEGIC OBJECTIVE	KEY PERFORMANCE INDICATOR	TARGET	STRATEGIC INITIATIVES
FINANCIAL STEWARDSHIP	Establish financial strength across all funds	- Fund Balance Compliance	- Annual compliance with Village Fund Balance Policy (all funds)	-Maintain Fund cash balances in compliance with Village policy -Complete special census by calendar year 2024 -Implement Program Based Budget
A financially responsible Village	Diversify the revenue base	- # of new non-tax revenue sources	- Five new revenue sources by 2025	-Review and implement one to two new revenue sources annually I-dentify spending priorities for ARPA funds
	Responsibly control spending	- Revenue Growth - Operating expenditure increase	- Operating expenditures (non- personnel) and revenue growth	-Identify and report annually percent of revenue growth and operation expenditure growth in all funds
BALANCED DEVELOPMENT	Create a destination downtown	-# 10/10/10 uses - Increase in EAV - Increase in parking demand	- Achieve 10/10/10 by 2025 - 15% increase in EAV - @ 50% parking occupancy	-Complete Development Process Improvement Plan -Establish key development properties marketing strategy
A vibrant Village with something for everyone	Develop key properties	- Development plans approved - Acres developed	#_ plans approved - 20 commercial acres developed on Orchard by 2025	-Create a downtown public improvement plan -Create Downtown Parking Plan -Initiate comprehensive housing analysis and create a scorecard
	Diversify the housing stock	- % change in housing types - Housing targets progress	- Implement housing scorecard by 2024	-Complete Unified Development Ordinance
RECRUIT & RETAIN HIGH- OUALITY	Create an accountable & effective workforce	- # perf evals above expectation - Community satisfaction increase	- 70% of employees exceed expectation	-Conduct and track annual performance evaluations -Complete level of service analysis for two departments
EMPLOYEES  Supporting a high-quality workforce	Ensure organizational capacity can meet service demands	- Staffing ratios achieved - Employee satisfaction rate	Organization sized to meet service demands in 2 departments by 12/31/25     Meet staffing ratios at medilevel annually beginning 2024	-Update staffing study on an annual basis -Establish plan to meet staffing needs based on staffing analysis and level of service demandsComplete compensation and benefits analysis in 2022 and 2024Implement diversity, equity and inclusion metrics
	Prepare for an evolving workforce	- Turnover rate - Compensation & benefit targets met	Forward thinking career plan implemented by 2024     Compensation & benefits consistent w/study results	-Create career development component to performance evaluations -Evaluate overtime usage
WELL- MAINTAINED INFRASTRUCTURE	Establish levels of service in all areas	- Response time reductions - Community satisfaction rates	- Define & establish LOS schedules-all areas by 2025	-Conduct Asset management Impact Study for Public Works -Conduct a level of service study
Providing safe, reliable infrastructure	Maintain assets adequately to meet level of service	- Condition ratings - PCI ratings - Down time	- Asset assessment programs underway in all areas by 2025	-Secure funding for next phase of commuter rail extension -Vehicle and equipment analysis and funding plan to ensure optimal service delivery and efficiency
	Allocate resources to meet future demand	- 20-year CIP progress - Service demand ratios	- A 20-year all asset plan & funding strategy	
COMPLETE WOLF'S CROSSING Transportation for a growing community	Complete key projects and secure future funding	- % project milestones met - Substantial completion	- Harvey Road opened by May 20, 2023 - Harvey Road let by Nov. 18, 2022 - Funding strategy for Harvey Road in place by May 1, 2022 -Funding strategy for next phases in place by May 1, 2022	-Construction plans completed and ready for November 2022 Letting -Construction substantially completed by Nov. 31, 2023 -Establish funding plan for Douglas Road, including securing federal funding, by Dec. 31, 2022
A NEW WATER SOURCE Infrastructure for future needs	Secure future water source and funding	- Legislation secured - Governance agreement in place - Partnership approval - Rate structure, funding	Agreements for preferred option approved by December 31, 2022     Financing strategy in place by July 1, 2022	-Legislative approval granted by December 31, 2022 -Contracts executed by December 31, 2022 -Establish funding plan by Dec. 31, 2024 -Secure loan authorization by Dec. 31, 2024

Since the strategic plan adoption, staff has been working to develop action plans. The action plans provide a more detailed guide for staff to complete the strategic initiatives, in pursuit of the Board's strategic priorities. The action plans assign responsibilities and set out timelines for completion.

The following is a summary and status of each priority:

STRATEGIC PRIORITY	STRATEGIC OBJECTIVE	KEY PERFORMANCE INDICATOR	TARGET	STRATEGIC INITIATIVES
FINANCIAL STEWARDSHIP	Establish financial strength across all funds	- Fund Balance Compliance	- Annual compliance with Village Fund Balance Policy (all funds)	-Maintain Fund cash balances in compliance with Village policy -Complete special census by calendar year 2024
A financially responsible Village	Diversify the revenue base	- # of new non-tax revenue sources	- Five new revenue sources by 2025	-Implement Program Based Budget -Review and implement one to
	Responsibly control spending	- Revenue Growth - Operating expenditure increase	- Operating expenditures (non-personnel) and revenue growth	two new revenue sources annually -Identify spending priorities for ARPA funds -Identify and report annually percent of revenue growth and operation expenditure growth in all funds

- Establish financial strength across all funds:
  - o The Village's adopted FY23 Budget maintains compliance with the Village's fund balance policies.
  - The Village allocated the ARPA funds toward infrastructure investment, specifically to assist in the construction of Wolf's Crossing. Expenditure tracking and reporting will continue as required by ARPA.
- Diversity the revenue base
  - The Village passed a Real Estate Transfer Tax referendum in summer 2022, providing a significant revenue source for the Village's water source. Research continues on other potential revenue sources.
- Responsibly control spending:
  - The Finance Director continues to monitor expenditures and revenues to remain on target.
- Remaining initiatives are slated for future years.

STRATEGIC PRIORITY	STRATEGIC OBJECTIVE	KEY PERFORMANCE INDICATOR	TARGET	STRATEGIC INITIATIVES
BALANCED DEVELOPMENT  A vibrant Village with something	Create a destination downtown	- # 10/10/10 uses - Increase in EAV - Increase in parking demand	- Achieve 10/10/10 by 2025 - 15% increase in EAV - @ 50% parking occupancy	-Complete Development Process Improvement Plan -Establish key development properties marketing strategy -Create a downtown public improvement plan
for everyone	Develop key properties	- Development plans approved - Acres developed	#_ plans approved - 20 commercial acres developed on Orchard by 2025	-Create Downtown Parking Plan -Initiate comprehensive housing analysis and create a scorecard -Complete Unified Development Ordinance
	Diversify the housing stock	- % change in housing types - Housing targets progress	- Implement housing scorecard by 2024	Development Ordinance

- Create a destination downtown:
  - Create a downtown parking plan: Staff continues to do regular parking capacity monitoring and is currently developing a plan for more congested areas of the downtown. Overall parking is not yet at 50% capacity. Staff is also working on acquiring easements for additional public parking on Van Buren Street.

 Establish key development properties marketing strategy: Economic Development and Community Relations are working together to develop a marketing strategy based on current priorities in advance of upcoming business conventions.

#### • Develop key properties:

- o Complete Unified Development Ordinance: Staff continues to work with CMAP on the final stages of developing the UDO. On target for completion is this year.
- Complete Development Process Improvement Plan: Development Services staff is currently reviewing the development process, identifying opportunities for both small improvements and for overall process change.

Remaining initiatives are slated for future years or are under evaluation for benchmarking.

STRATEGIC PRIORITY	STRATEGIC OBJECTIVE	KEY PERFORMANCE INDICATOR	TARGET	STRATEGIC INITIATIVES
RECRUIT & RETAIN HIGH- QUALITY	Create an accountable & effective workforce	- # perf evals above expectation - Community satisfaction increase	- 70% of employees exceed expectation	-Conduct and track annual performance evaluations -Complete level of service analysis for two departments -Update staffing study on an
EMPLOYEES  Supporting a high-quality workforce	Ensure organizational capacity can meet service demands	- Staffing ratios achieved - Employee satisfaction rate	- Organization sized to meet service demands in 2 departments by 12/31/25 - Meet staffing ratios at med, level annually beginning 2024	annual basis -Establish plan to meet staffing needs based on staffing analysis and level of service demandsComplete compensation and benefits analysis in 2022 and
	Prepare for an evolving workforce	- Turnover rate - Compensation & benefit targets met	- Forward thinking career plan implemented by 2024 - Compensation & benefits consistent w/study results	2024, -Implement diversity, equity and inclusion metrics -Create career development component to performance evaluations -Evaluate overtime usage

- Create an accountable & effective workforce:
  - o FY22 performance evaluations completed. For evaluations during the FY22 period, more than 75% of employee exceeded expectations.
- Ensure organizational capacity can meet service demands:
  - O Update staffing study on an annual basis: Staffing study updated, reviewed in advance of FY23 budget discussion. Another update will be presented to the Village Board at the October 4, 2022, COW.
  - o Complete compensation and benefits analysis in 2022: Currently preparing to review compensation and benefits ahead of FY24 budget discussion.
  - Evaluate overtime usage: Additional part-time staff were hired for summer 2022 both to reduce costs and demand on Public Works overtime. A more thorough analysis will take place in the coming year.
- Prepare for an evolving workforce:
  - The Village was selected to participate in the Greater Cities Learning and Operationalizing Racial Equity program, which runs through winter.

Remaining initiatives are slated for future years and are under evaluation.

STRATEGIC PRIORITY	STRATEGIC OBJECTIVE	KEY PERFORMANCE INDICATOR	TARGET	STRATEGIC INITIATIVES
WELL- MAINTAINED INFRASTRUCTU RE Providing safe, reliable infrastructure	Establish levels of service in all areas	Response time     reductions     Community satisfaction     rates	- Define & establish LOS schedules-all areas by 2025	-Conduct Asset management Impact Study for Public Works -Conduct a level of service study -Secure funding for next phase of commuter rail extension -Vehicle and equipment analysis and funding plan to ensure optimal service delivery and efficiency
	Maintain assets adequately to meet level of service	- Condition ratings - PCI ratings - Down time	- Asset assessment programs underway in all areas by 2025	
	Allocate resources to meet future demand	- 20-year CIP progress - Service demand ratios	- A 20-year all asset plan & funding strategy	

- Establish levels of service in all areas
  - Conduct Asset Management impact Study for Public Works: Working with ERP to utilize asset management.
- Allocate resources to meet future demand:
  - As part of the capital plan, staff is evaluating and prioritizing equipment needs to meet operational needs and with consideration to future growth.

The asset management impact study and level of service study will both be significant undertakings in the coming year. This is a large project that Public Works is beginning to do. Other initiatives are slated for future years.

STRATEGIC PRIORITY	STRATEGIC OBJECTIVE	KEY PERFORMANCE INDICATOR	TARGET	STRATEGIC INITIATIVES
COMPLETE WOLF'S CROSSING Transportation for a growing community	Complete key projects and secure future funding.	-% project milestones met -Substantial completion	- Harvey Road opened by May 20, 2023 -Harvey Road let by Nov. 18, 2022 -Funding strategy for Harvey Road in place by May 1, 2022 -Funding strategy for next phase in place by May 1, 2022	-Construction plans completed and ready for November 2022 Letting -Construction substantially completed by Nov. 31, 2023 -Establish funding plan for Douglas Road, including securing federal funding by Dec. 31, 2022

The Village's current goal is to complete the majority of the work related to the Harvey Road improvements before November 2023, requiring a project letting in November 2022. A few key elements of the project have been delayed. While staff remains optimistic, the project timeline may be modified due to land acquisition. Staff is also evaluating which segment of the project will follow Harvey Road and is working on the relevant grant applications to support the next segment of the project.

STRATEGIC PRIORITY	STRATEGIC OBJECTIVE	KEY PERFORMANCE INDICATOR	TARGET	STRATEGIC INITIATIVES
A NEW WATER SOURCE Infrastructure for future needs	Secure future water source and funding	-Legislation secured -Governance agreement in place -Partnership approval -Rate structure, funding	- Agreements for preferred options approved by Dec. 31, 2022 -Financing strategy in place by July 1, 2022	-Legislative approval granted by Dec. 31, 2022 -Contracts executed by December 31, 2022 -Establish funding by December 31, 2024 -Secure a loan authorization by Dec. 31, 2024

Concurrent with the adoption of the plan, the Village Board selected Lake Michigan Water through the DuPage Water Commission as the Village's future water source. In addition, the Governor signed Public Act 102-736 into law, allowing Kendall County representation on the DuPage Water Commission Board. Staff continues to work on the remaining components of securing a new water source outlined in this priority. The project remains on schedule.

Board and staff discussion focused on this is an aggressive and thorough action plan by staff; will update the plan in six months; overtime management; how has overtime changed year after year with the new equipment; include information on the leaf pickup program; staff to provide an overall analysis of equipment. There was no further discussion.

#### **CLOSED SESSION**

A motion was made by Trustee Olson and seconded by Trustee Jones Sinnott to enter Closed Session for the purposes of discussing the following:

- Pending and Probable Litigation
- Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Personnel
- Collective Bargaining, Collective Negotiating Matters, Deliberations Concerning Salary Schedules
- Sale, Lease, and/or Acquisition of Property

Aye: Tom Guist James Marter II

Terry Olson Jennifer Jones Sinnott

**Brian Thomas** 

Nay: None

Absent: Kit Kuhrt

The motion was declared carried by a roll call vote with five (5) aye votes and zero (0) nay votes.

The Board adjourned to Closed Session at 6:34 p.m.

The Board returned to open session at 7:19 p.m. A roll call vote was taken. All attending Board members were physically present for the roll call.

#### **ADJOURNMENT**

The meeting adjourned at 7:19 p.m.