

VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orlandpark.org



Meeting Minutes

Monday, February 6, 2017

6:00 PM

Village Hall

Finance Committee

*Chairman Carole Griffin Ruzich
Trustees James V. Dodge and Michael F. Carroll
Village Clerk John C. Mehalek*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:46 P.M.

Present: 3 - Chairman Griffin Ruzich; Trustee Dodge and Trustee Carroll

APPROVAL OF MINUTES**2017-0080 Approval of the January 3, 2017, Finance Committee Minutes**

I move to approve the Minutes of the Regular Meeting of the Finance Committee of January 3, 2017.

A motion was made by Trustee Dodge, seconded by Trustee Carroll, that this matter be APPROVED. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

Nay: 0

ITEMS FOR SEPARATE ACTION**2017-0030 Northern Illinois Municipal Electric Cooperative - Resolution**

In April 2007, the Board approved the Village's participation in the Northern Illinois Municipal Electric Cooperative (NIMEC) in order to obtain more favorable pricing of the Village's electric needs. NIMEC is a cooperative with 170 members, 123 municipalities and 47 other districts, that pools the energy needs of its members in order to secure more competitive pricing based on higher volumes than can be provided individually to a single municipality (see attached NIMEC fact sheet). These members purchase more than \$20M in electrical energy each year through NIMEC; in the past, this aggregate purchasing power provided savings between 15 - 35%. The savings the Village has realized over the last four years by participating in NIMEC is approximately 20%.

Although the exact dates are not known, upon renewal of the Village's membership, NIMEC will once again go out to bid on the Village's behalf in order to obtain the most favorable pricing on the Village's eight largest electric accounts - Sportsplex, Centennial Pool, Humphrey Ballfields, Main Pump Station, three Booster Stations and the Civic Center, as our current electricity contract for these accounts expires in May 2017. It is anticipated that the bids will be received at some time between February 1 and March 31, depending on market conditions. NIMEC will obtain 12, 24 and 36 month pricing. Each member will be able to choose the term that best fits its needs.

Staff recommends that the Village continue its participation in this cooperative in order to realize substantial savings on the cost of electricity and asks that the Board approve the continuation of this participation for the next three years, subject to the continued performance level of NIMEC.

This item is being considered by the Finance Committee and the Village Board of Trustees on the same night.

I move to recommend to the Village Board to pass a resolution entitled: A RESOLUTION AUTHORIZING THE PARTICIPATION IN THE NORTHERN ILLINOIS MUNICIPAL ELECTRIC COLLABORATIVE (NIMEC) AND AUTHORIZING THE MAYOR/VILLAGE MANAGER TO APPROVE A CONTRACT WITH THE LOWEST COST ELECTICITY PROVIDER FOR A PERIOD UP TO 36 MONTHS.

A motion was made by Trustee Carroll, seconded by Trustee Dodge, that this matter be RECOMMENDED FOR PASSAGE to the Board of Trustees. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

Nay: 0

2017-0032 Transfer of 2017 Volume Cap - Ordinance

The Village of Orland Park's 2017 Volume Cap allocation amounts to \$100.00 per capita for a total 2017 allocation of \$5,866,600. The "Volume Cap" is defined as a limit on the aggregate amount of tax exempt private activity bonds that can be issued by the State.

The Volume Cap is allocated annually. To date, the Village's 2017 Volume Cap has not been granted or transferred to another party. According to State Statute, the Village Board must pass an ordinance on an annual basis either reserving its volume cap or transferring the volume cap to another party and must notify the State in writing of any Volume Cap granted, transferred or reserved by official action of the Board no later than May 1 of each calendar year.

The Village was recently contacted by Stern Brothers & Co. to request the Village's continued participation in the Illinois Assist Program. Assist is a pooled bond program that utilizes municipal volume cap allocations, adopted by more than 80 communities throughout the State. Municipalities are able to access these funds through the Assist First-Time Homebuyer Down Payment Assistance Program. This program offers first-time home buyers a 30-year, fixed rate mortgage and a 3% cash gift at closing that can be used to pay a conventional loan 3% down payment and/or a portion of the closing costs or all of the FHA/VA 2.75% down payment and a portion of the closing costs. The subsidized interest rate, as well as the cash gift, is funded by the issuance of bonds at a premium, passing the premium on to home buyers. This is an incentive for a potential home owner who can't come up with a down payment and closing costs. In 2016, twelve area lenders participated in the Program and the Village of Orland Park assisted 7 families with the purchase of their first homes in the Orland Park community, for a total purchased value of \$1,300,000.

Stern Brothers & Co. will assist with the issuance of the bonds and the outstanding bonds will not be reflected as Village debt nor will it be applied to the Village's annual \$10 million bank qualified debt limitation. The Village has no financial exposure to the program as the interest rate subsidy and cash gift come directly from the program, not the Village. Also, administration of the program is handled by lenders and Stern Brothers & Co., not by Village staff.

To participate in this program, the Village would need to pass an ordinance transferring any unused 2017 Volume Cap to the City of Aurora, which is the lead issuer of the debt.

Chairman Ruzich asked for a press release to go out regarding this item.

I move to recommend to the Village Board to pass an ordinance entitled: AN ORDINANCE APPROVING THE TRANSFER OF VOLUME CAP IN CONNECTION WITH PRIVATE ACTIVITY BOND ISSUES, AND RELATED MATTERS.

A motion was made by Trustee Dodge, seconded by Trustee Carroll, that this matter be RECOMMENDED FOR PASSAGE to the Board of Trustees. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

Nay: 0

2017-0019 Printing of Letterhead, Envelopes and Business Cards - Approval

On June 20, 2016 the Village Board adopted the Wayfinding and Branding Plan. As a result of the new branding, letterhead, envelopes and business cards required a redesign. A team consisting of staff from Finance, Recreation (including the graphic designer), Wayfinding & Branding Plan Committee, and the Mayor's Office was formed to design the new letterhead, envelopes and business cards.

On November 14, 2016, eleven vendors were invited to submit quotes to print the newly designed letterhead, envelopes and business cards. Eight of the eleven responded. Staff from the team selected three vendors (Allegra, Grasso Graphics and Solution 3 Graphics) based on price, services and experience. Solution 3 Graphics was selected to print Village letterhead, envelopes and business cards. Earlier in 2016 Solution 3 Graphics merged with Impression Printing (our previous printer) and have continued to print items for the Village. Staff is confident in their product and pleased with their customer service.

The invitation for quotes requested pricing for both 1-sided and 2-sided business cards and the additional cost for 2-sided is negligible; therefore, the team has chosen the 2-sided design. Solution 3 Graphics has offered a significant print

savings on the initial run of business cards, as well as quantity discounts on future runs.

Solution 3 Graphics is providing a customized online ordering portal at no additional charge which will expedite and streamline the ordering requisition process. It allows real time preview and proofing electronically.

I move to recommend to the Village Board to approve Solution 3 Graphics as the select printer for Village of Orland Park letterhead, envelopes and business cards at a cost not to exceed budgeted amounts for printing and stationery for the fiscal years 2017 through 2021.

A motion was made by Trustee Carroll, seconded by Trustee Dodge, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

Nay: 0

ADJOURNMENT: 6:49 P.M.

A motion was made by Trustee Dodge, seconded by Trustee Carroll, that this matter be ADJOURNED. The motion carried by the following vote:

Aye: 3 - Chairman Griffin Ruzich, Trustee Dodge, and Trustee Carroll

Nay: 0

/AS

Respectfully Submitted,

John C. Mehalek, Village Clerk