

Village of Peoria Heights
Departmental Meeting
October 26, 2021

The meeting was called to order at 6:00 p.m.

Everyone stood for a moment of silence and the Pledge to the Flag.

Upon calling roll, the following Trustees were present: Sarah DeVore, Jeff Goett, Beth Khazzam, David Marfell, Matthew Wigginton, and Brandon Wisenburg. Others present included Mayor Michael Phelan and Village Clerk Stephanie Turner.

Trustee Wisenburg made a motion to approve the minutes from October 5, 2021. Trustee Marfell seconded the motion. The Board voted 6-0 to approve the minutes.

Mayor Phelan opened the meeting to public comment. Hearing no comments, Mayor Phelan closed the meeting to public comment and asked for old business to come before the Board. Hearing no old business, the Board moved on to new business.

Trustee DeVore made a motion to approve of use of Tower Park on Friday, December 3, 2021 for the Kris Kringle Market. Trustee Khazzam seconded the motion. Trustee DeVore shared that several trustees had met with the Chamber to discuss details of the holiday events. She stated the Chamber is hoping to have 20 vendors, and they're requesting use of the parking as well as the park. She noted that the Chamber will reach out to Pearl Enterprises to use their parking lot as well. Ms. Barb Milaccio, organizer of the event, came forward to share she's already spoken to Pearl, and they've agreed to allow use of their parking lot. The event was approved by the Board 6-0.

Trustee DeVore made a motion to approve a donation in amount the of \$12,000 for the Kris Kringle Market event. Trustee Goett seconded the motion. Trustee DeVore stated the budget had been reduced to \$10,000, and she asked Ms. Milaccio if there were any additional changes to the budget. There were not. Trustee DeVore asked Superintendent of Streets, Mr. Michael Casey, if Public Works had additional holiday lights and if they could help hang lights for the event. Mr. Casey agreed there were additional lights, but it would depend on availability of electricity. Trustee DeVore noted there was an expense for electricity for the tents, and Ms. Milaccio stated it was for generators. Trustee DeVore asked Fire Chief Thompson about the safety of the planned stand heaters. Fire Chief Thompson expressed safety concerns. Trustee Marfell expressed concern about cutting corners to cut costs. Trustee DeVore explained she was looking to utilize the Village's available resources. Trustee Wigginton questioned the source of funding for the donation. Trustee DeVore explained there were General Funds available, and Clerk Turner noted there were funds budgeted for Chamber expenses. Trustee Wigginton spoke about previously voiced concerns about spending public funds for commercial purposes. Trustee Wigginton suggested that the donation funds be paid from the Business Development District money rather than the General Fund. Trustee Wigginton made an amendment to the motion that a donation in the amount of \$10,000 be made from BDD No.1, pending eligibility, for the Kris Kringle Market. Trustee DeVore seconded the motion. Trustee Wisenburg questioned if a donation could be made as the Chamber hadn't completed an audit. Mayor Phelan explained that the Village policy didn't allow direct donations to an organization that hadn't been audited so payment would have to be made to the vendors. Trustee Wisenburg noted that he wasn't prepared to make any donation until an audit was completed. Ms. Wakefield stated the Chamber had been unable to complete an audit because

paperwork wasn't available. Clerk Turner provided additional background on Village's request for an audit. Trustee Wigginton noted an audit would be protection for the citizens and using BDD funds would be great way to benefit the businesses. The amendment to the motion passed 6-0. Trustee Wisenburg offered an additional amendment to the motion to require an audit of Chamber within 6 months of October 26, 2021. Trustee Goett seconded the motion. Ms. Wakefield agreed that 6 months would be enough time to complete an audit. The Board approved the amendment to the motion 6-0 making the full motion as amended approval of a donation of \$10,000 to the Kris Kringle Market, funded by the BDD No. 1, pending eligibility, and requiring an audit within 6 months of October 26, 2021. Trustee DeVore made an amendment to the motion to change the amount of the donation to \$5,000, and Trustee Wisenburg seconded. Trustee DeVore thanked the Chamber for their hard work. She stated she supported the events, and she wanted to offer resources the Village already possessed in lieu of funds. She stated she thought the proposed marketing budget was high, and she thought that donations and sponsors could make the events successful without the Village supporting the costs. She noted her committee assignment over Administration and Finance made it her responsibility to examine costs and that the Village was helping to cut \$2,500 in costs by using existing resources. Ms. Milaccio explained that there were 3 events being funded, and she was concerned \$5,000 wouldn't be enough money. Trustee Khazzam noted Trustee DeVore was removing funding but giving an in kind donation by supplying lighting and labor from the Village. Trustee Khazzam said the Board recognized the effort and passion of the Chamber and wanted to help the event by offering its relationships to assist with publicity and alleviate costs. Ms. Wakefield explained the marketing budget for previous Chamber events and expressed concerns. Trustee Wisenburg noted that the events had been held in the past without funding from the Village. Trustee Marfell asked if other Chambers relied on municipal funding. Trustee Khazzam noted the Village previously paid funds to the Chamber, and Trustee DeVore stated that most Chambers don't receive municipal funding but are funded through membership dues. Mayor Phelan noted that the relationships vary by size and community. The Board voted 3-3 on the amendment to change the donation amount to \$5,000. Trustee Khazzam, Trustee Marfell, and Trustee Wigginton voted nay. Mayor Phelan broke the tie by voting nay as well. The amendment failed. Mayor Phelan asked the Board if they would consider an amendment to change the donation to an amount to up to \$10,000. Trustee Wigginton expressed concerns that the event would be underfunded and unsuccessful. Trustee Marfell agreed. The motion, as amended, to make a donation of \$10,000 to the Chamber, funded by the BDD No. 1 pending eligibility, and requiring an audit within 6 months of October 26, 2021 stood. The Board discussed revisiting the amendment. Trustee Khazzam made a motion to reconsider the amendment to change the donation to \$5,000. Trustee Wisenburg seconded. Trustee Wigginton questioned the procedures for reconsidering an amendment, and Mayor Phelan ruled the amendment to reconsider the motion stood. The Board voted 3-3 to reconsider the amendment to change the donation to \$5,000. Trustee Goett, Trustee Marfell, and Trustee Wigginton voted nay. Mayor Phelan broke the tie by voting aye to reconsider the amendment to change the donation to \$5,000. Mayor Phelan asked Trustee DeVore to make her motion again for reconsideration. Trustee DeVore expressed concern. Trustee Marfell offered a compromise. Trustee Marfell offered a motion to make a donation to the Kris Kringle Market event in the amount of \$6,000 funded by BDD No. 1, pending eligibility, and requiring an audit within 6 months of October 26, 2021. Trustee Wisenburg seconded the motion. Trustee Wigginton stressed to the Chamber they should continue to approach the Board and take initiative for creating events. The Board voted 3-3 on the motion. Trustee Goett, Trustee Khazzam, and Trustee Wigginton voted nay. Mayor Phelan broke the tie by voting aye to approve a donation to the Kris Kringle Mart for \$6,000 funded by BDD No. 1, pending eligibility, and requiring an audit within 6 months of October 26, 2021. Mayor Phelan stressed to Ms. Wakefield the Chamber would have access to a variety of resources through the Village as well as the funds. *See the minutes from the November 16, 2021 Board of Trustees meeting for additional information.*

Trustee Wigginton made a motion to approve the purchase of a radio upgrade for the PHFD paid for by the Foreign Fire Insurance Tax. Trustee DeVore seconded the motion. Trustee Wigginton noted Fire Chief Thompson had identified the Foreign Fire Insurance Tax as a source of funding to pay for the radio upgrades. Fire Chief Thompson explained the PHFD wanted to replace a radio which was 13 years old and was the most used radio. He noted that vehicle which had the radio also lacked a portable radio so that would be added as well. Additionally, another vehicle lacking a radio would receive one as well. Fire Chief Thompson explained the old radio would be repaired and placed in another area where it wouldn't be used as often. The purchase was approved 6-0.

Mayor Phelan asked for miscellaneous business.

Trustee Wisenburg asked for clarification on vote approving the donation for the Kris Kringle Mart. Mayor Phelan provided an explanation for the sequence of amendments and offered to speak to Village Counsel about the votes.

Trustee Goett made a motion to cancel the Departmental meeting on November 2, 2021. Trustee Wisenburg seconded the motion. The Board voted 6-0 to cancel the next meeting.

Trustee Goett made a motion to adjourn, and Trustee Wisenburg seconded the motion. The Board voted 6-0 to adjourn at 7:12 pm.

Michael Phelan, Mayor

Stephanie Turner, Village Clerk