Finance Committee
Special Meeting Agenda

1. Call to Order
2. Roll Call
3. Review FYE 2017 General Fund Budget Expenditures
   A. Administration
   B. Recreation Program
   C. Public Works
   D. Police Department
   E. Park Development
   F. Road, Bridges and Sidewalks
   G. Revenue Sharing
   H. Building Department
4. Review of the FYE 2017 Water/Sewer Fund Budget Expenditures
5. Review of the FYE 2017 Other Funds
6. Public Comment
7. Adjournment

Posted: March 4, 2016 at 3:00 p.m.
Council Chambers, Spring Grove, Illinois, March 8, 2016; a special meeting of the Finance Committee was held this date at 6:02 p.m., at the Municipal Centre, 7401 Meyer Road; Chairperson Eisenberg presiding.

Call to Order. The following members were present: Chairperson Mark Eisenberg; Members Jim Anhalt, Jeff Letzter, Bob McMahon and Lloyd Simonson – 5. Absent: Members Pat Mazzanti and Randy Vinyard - 2. Also present for the Village were Sandi Rusher, Village Clerk; Judy Olson, Village Treasurer; Matt Wittum, Public Works Supervisor; Trent Turner, Building and Zoning Officer; Tom Sanders, Chief of Police/Executive Assistant; Sgt. Stanley St. Clair and Sgt. Jason Hintz, Police Department.

Review of the FYE 2017 Budget Expenditures. Chairperson Eisenberg stated the proposed budget has a deficit of $118,405 even with the Police Department decreasing their budget by $127,000 to reflect staffing reductions through attrition. His goal is to have a flat budget excluding 2.5% salary increases for employees and an increase in the village’s resurfacing program.

Administration. Accounting Fees were increased $2,500 to reflect the new auditing services contract. Computer Support/Web was increased $1,500 to reflect a new backup device. Weeds Contract Services – Mowing increased from $500 to $1,000 to pay for mowing contractors to mow vacant properties when public works is unavailable. Legal was reduced from $40,000 to $36,000 to reflect past spending as this fiscal year has been an anomaly. Engineering includes $10,000 for the feasibility of connecting to Richmond’s wastewater treatment facility. Total working budget as presented decreased from $443,725 to $439,725.

Recreation Program. The program continues to support itself with the financial assistance of the Village of Richmond and Burton and Richmond Townships. Expenditures and revenues were adjusted to account for declining enrollment. After reviewing the budget, there were no changes made to the $47,700 budget.

Public Works. An adjustment was made to the wages and payroll taxes to reflect a status change of a part-time employee to full-time and two seasonal part-time workers. Wages were decreased from $332,400 to $324,000 and Payroll Taxes from $25,750 to $25,000. Gasoline Services was decreased to cover increases to the Equipment-Engine/Small Tools, Equipment-Maint/Repairs, and Shop Supplies to reflect actual costs. Office Supplies was increased to replace an aging computer. The committee will discuss amending the vehicle replacement program at its next meeting. Total working budget as presented decreased from $584,050 to $574,900.
Police Department. As stated earlier, the budget was reduced to account for the staff reduction of two full time officers and an office clerk. Dispatching fees are up 5%. After reviewing the budget, there were no changes made to the $1,335,970 budget.

Parks. Expenditures are up $14,810 to account for a seasonal employee to clean the buildings at Thelen and Hatchery Parks and improvements at Thelen Park (new sign), Spring Grove Park (concession stand repairs) and Springdale Trails (relocation of playground equipment). After some discussion, it was recommended to pay for the improvements to the parks ($12,600) from the Capital Fund using the revenues from the cell tower lease at Springdale Trails. The Improvements and Sanitation line items were reduced $500 and $300 respectively to reflect actual costs. Total working budget as presented decreased from $112,960 to $99,560.

Road, Bridges and Sidewalks. The cost to resurface a mile of road continues to increase annually so the Resurfacing budget is up $35,000 and the Engineering line item up $5,000 as its cost is correlated to the resurfacing cost. The Tree Trimming line item was increased $1,000 as there are several large trees that need to be removed and are too large for Public Works to do. An adjustment was made to decrease the Snowplow-Materials line item from $65,000 to $55,000 to reflect actual costs and appropriate 40-50% so the village has the ability to buy salt when needed. Total working budget as presented decreased from $451,500 to $441,500.

Revenue Sharing. This expenditure is due to the sales tax rebate given to Jewel-Osco. After reviewing the budget, there were no changes made to the $135,000 budget.

Building. Expenditures are up $37,295 to account for replacing the roof on the village hall (Capital-Muni Ctr) and a $1,000 increase to Contract Svs-Cleaning. Six line items were reduced for a total of $7,000 savings from last fiscal year. After some discussion, it was recommended to pay for the roof replacement from the Capital Fund. Total working budget as presented decreased from $138,400 to $93,400.

As a result of the line item adjustments, expenditures decreased to $3,167,755 resulting in a balanced budget with a surplus of $26,695.

Review of the FYE Water/Sewer Fund Budget Expenditures. The budget continues to operate in the red with the Village transferring $63,500 from its reserves to help offset the deficit. Expenses were adjusted to reflect current spending and the wastewater and water operator contract amounts. There was discussion on redistributing the rental fees collected for the antennas on the water tower once sufficient funds are achieved for the repainting of the water tower to help offset the amount transferred from the village’s reserves. After reviewing the budget, there were no changes made to the budget that had revenues of $334,000, expenditures of $349,550, and $48,000 in transfers taken out for replacement costs and tower rental.
Review of FYE 2017 Other Funds. Chairperson Eisenberg then discussed Other Funds appropriated expenditures. The revenues generated from the Springdale Trails cell tower lease agreement will be used for capital fund projects, i.e. permanent bathrooms at Horse Fair Park.

- **Capital Parks.** $20,000 is shown as a revenue and expense for the Safe Routes to School Grant for the engineering of the Main Street Bike Path. $12,600 will be put in the Parks Improvement account for those projects discussed under the Parks budget.

- **Capital Improvements.** $150,000 will be left in the Capital Fund for equipment, if needed. Adjustments made include setting aside $45,000 for a new roof as discussed under the Building budget and $30,000 for parking lot improvements.

- **Siren Fund.** The $15,000 expenditure is for the maintenance contract.

- **MFT Funds.** The village was recently informed that it is no longer eligible for the ITEP grant for the Winn Road Bike Path as the rules have been amended that the path must connect to a main arterial bike path. The numbers will be adjusted accordingly.

- **Police Special Fund.** The expenditures of $20,000 are funds received from DUI and drug revenue.

**Public Discussion.** Chairperson Eisenberg then opened the meeting up for discussion by the public.

The caretaker for the Sierra Club inquired as to the status of the proposed senior housing development on the southwest corner of Rolling Oaks Road and Route 12 as he is retiring soon. The village replied it is contingent upon the developer receiving funding from McHenry County to expand the water system. He was informed of a 25 unit senior housing apartment building on Liberty Street in Richmond that will begin construction this spring.

**Other Business.** The budget will be presented to the Finance Committee on March 29 for their review and recommendation to the Village Board in April.

There being no further business, Member Simonson moved, seconded by Member Letzter to adjourn the meeting at 7:18 p.m. On voice vote, the motion carried.

Respectfully submitted,

[Signature]

Sandi Rusher, Village Clerk