

**VILLAGE OF LAKEWOOD
BUDGET WORKSHOP #2 MINUTES
MARCH 24, 2015**

The Budget Workshop #2 was called to order by President Smith at 6:09 p.m. at Turnberry Country Club. Present were Trustees Davis, Furey, Santowski, Sexson II, and Thomas. Trustee Iden was absent. Also present were Village Manager Catherine Peterson; Village Clerk Janice Hansen; Village Treasurer George Roach; Deputy Village Manager Shannon Andrews; Chief of Police Leigh Rawson; and a reporter from the Northwest Herald.

Village Manager Catherine Peterson gave an overview of the proposed budget. The funds for this Workshop rely primarily on property taxes, state pass through revenues and utility taxes. Licenses, fees, and fines are secondary sources of revenue for these funds. This conservative budget was prepared with Governor Rauner's proposed reduction of local state income taxes in mind.

GENERAL FUND: The primary sources of revenue for departments within this Fund include property taxes, State pass through revenues, licenses, and utility taxes/fees/fines/other. Property taxes are the most stable source of Village revenues. Property taxes are expected to increase by approximately 2% for Fiscal Year 2015/2016 due to new home construction and the amount of revenue secured by inflation. Also noted was an increase in property taxes collected for *Public Safety* which more accurately reflects the cost of providing these services to the Village.

FINANCE AND ADMINISTRATION/ELECTED OFFICIALS: Notable highlights include: *Salaries/Regular* increased by five hours in an amount of \$4,900 for the front desk personnel due to the increase in building. *Computer Services* will increase by \$50 per month for a total of \$600 for the year.

Approved as submitted.

PUBLIC SAFETY: Notable highlights are: *Fire Protection* contract expires December 31, 2015 with known costs through December 31, 2015 and an estimate from January 1, 2016 through April 30, 2016. *Court Fines* are expected to increase with a focus on traffic safety, directed patrols and truck enforcement. *Sale of Assets* will be adjusted with a Squad being transferred for Building Department use. *Workers Compensation Insurance* decreased as a result of lower rates. *Mileage Reimbursement* reflects the lease payment for the unmarked vehicle. *Equipment* includes a portable truck scale certification with a goal of borrowing scales and the purchase of scales in the future. *Telephones* have been reduced with a new service provider and the reduction in police cell phones. *Dispatch Services* increased from \$48.36 to \$48.80 per call with a net result for this budget of \$4,376. *Dues and Subscriptions* have been reduced due to a reduction in the number of associations. *Professional Development/Training* increased due to a subscription to Police Law Institute for ongoing legal updates and continual training on law and best practices and the increase in NEMRT dues. *Equipment* includes the purchase of a laser-operated speed/distance measuring device for stationary speed detection and direct speed enforcement plus the purchase of three cameras so officers will be prepared to readily document an investigation. *Impact Fee Reimbursement* is the repayment to the Impact Fee Fund for the purchase of fire equipment in the amount of \$42,120 which will be satisfied in 2017.

Approved as submitted.

BUILDING DEPARTMENT: Staff is conservatively planning for twenty single family new residences, eight townhome units, and 261 miscellaneous building permits which will generate approximately \$85,150 in permit revenue. *Stormwater Management Permit* revenues and expenditures will net \$840 with anticipated building permits. *Architectural Review Fees* will net \$1,920 from single family residences and 25 small projects in the coming year. *Wages/Full Time* increased with the creation of a full time position from a part time position. *Wages/Part Time* decrease with the elimination of a part time clerk and also are adjusted with the creation of a part time Building Inspector. *Inspection Services* are now in-house with a part-time Building Inspector with a significant savings. *Professional Development/Training* includes \$350 for International Code Council membership. *Vehicles* include \$5,000 for the repurpose of a used police vehicle for the Building Inspector's use.

Approved as submitted.

PLANNING AND ZONING: Highlights include: With the creation of a TIF District and negotiations/review of a large scale development, there are approximately \$125,000 of \$135,000 expenses eligible for reimbursement. Also, this is the fifth year of a five year repayment schedule to the Impact Fee Fund from land annexations.

Approved as submitted.

PUBLIC PROPERTIES: Highlights include: *Wages/Part Time* increased from twenty hours to twenty five which will impact this fund \$2,270 including IMRF to assist in document processing and resident inquiries. *Street Lights M/R Supplies* includes gas light repairs which were reimbursed by private insurance and included as revenue to the **General Fund**. *Snow & Ice Control Supplies* is reduced this year to 375 tons since we have a reserve from the current season. *Street M/R* includes costs associated with the Lakewood Road/Lake Avenue construction project at \$316,900 with \$27,230 for resurfacing Meridian per the interim agreement with Crystal Lake. *Grounds Maintenance & Repair* includes costs associated with the Broadway Outfall Storm sewer repairs. \$2,700 is included for the sealcoating of the Public Works facility and \$3,500 for the repair of a culvert on Swanson Road. *Tree Maintenance & Purchases* includes \$5,100 for one aerial gypsy moth treatment, \$4,200 for tree removals & trimming, and \$1,400 for 5 trees to be planted at Haligus and Conley Roads. *Engineering Services* includes \$11,400 for bridge inspections, NPDES permit processing, R-2 BMP reviews and general engineering services for the Lakewood Road/Lake Avenue Project. *Computer Equipment* includes a computer replacement for Public Works Foreman. *Vehicles* include \$20,000 to assist in offsetting the cost of a new five ton dump truck in the future.

Approved as submitted.

MOTOR FUEL TAX (MFT) \$41,000 of MFT funds will be used for construction engineering services for the Lakewood Road/Lake Avenue Project with an additional \$59,000 for actual construction costs.

Approved as submitted.

SPECIAL SERVICE AREA FUNDS: All Funds approved as submitted.

SPECIAL SERVICE AREA #1 (TURNBERRY): This is the final year of SSA#1 as currently configured. This budget proposes an approved tax levy of \$108,300. Revenues include the annual payment of \$500 from RedTail Golf Club and the possible sale of the WeeDoo boat and trailer, and the sonic algae control system. \$31,000 has been designated for the chemical treatment of the lakes and Lake Savers continued lease for aerators. It also reflects the final repayment to the Impact Fee Fund for the silt removal project and repairs to the splash pad. This will enable a new special service area to begin the next fiscal year debt free.

SPECIAL SERVICE AREA #2 (BRIGHTON OAKS): \$1,000 will cover the cost of electricity for streetlights within the subdivision.

SPECIAL SERVICE AREA #3 (WESTLAKE WOODS): \$11,900 has been budgeted for maintenance of public areas and contract mowing of the detention ponds and the remainder reserved in Restricted Funds for sanitary sewer replacement.

SPECIAL SERVICE AREA #4 (HIDDEN LAKES): \$4,560 has been budgeted for the eventual replacement of the "V" curb within the subdivision.

SPECIAL SERVICE AREA #5 (THE RESERVE): \$500 has been budgeted for public improvements. A nominal amount has been set aside for *Legal and Contractual Services*.

SPECIAL SERVICE AREA #6 (CAMBRIA): \$500 has been budgeted for public improvements.

SPECIAL SERVICE AREA #7 (WOODLAND HILLS/AUTUMN RIDGE): \$500 has been budgeted for public improvements and a nominal amount set aside for *Legal and Contractual Services*.

LAKE PATROL FUND: Decal Sales have remained flat. *Wages/Part Time* is increased to reflect the hiring of two officers (one weekday and one weekend) to staff all patrol hours. *Dispatch Services* an estimated increase in fees and number of calls for services is estimated for a total of \$750. *Equipment* shows the purchase of a new patrol boat and installation of equipment.

Approved as submitted.

President Smith commented that this was not an easy Budget and thanked all staff for their efforts.

With nothing further to discuss, Trustee Davis, seconded by Trustee Furey, moved to adjourn the Budget Workshop #2 Meeting. Voice Vote: All Ayes. Motion declared carried. The Workshop adjourned at 6:50 p.m.

Janice S. Hansen
Village Clerk

Approved: _____

Dated: April 14, 2015

