

**COMMITTEE OF THE WHOLE MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF WINTHROP HARBOR
WAS HELD ON APRIL 20th, 2017 AT THE
MUNICIPAL BUILDING, 830 SHERIDAN ROAD,
WINTHROP HARBOR, IL**

The meeting was called to order by Mayor Pro-tem Robards at 6:00 PM.

Upon roll call the following Officials were present:

Trustee.....Kimberly D. Braden
Trustee.....Buddy Hargett
Trustee.....Dana McCarthy (7:06)
Trustee.....Richard Robards
Trustee.....Hartmut "Fritz" Weiss
Trustee.....Robert Marabella (6:15)

Absent:

Mayor..... Robert D. Loy

Also present were Finance Director Lisa Shaw, Director of Admin., Julie Rittenhouse, Police Chief, Joel Brumlik, Fire Chief, Justin Stried, Community Development Director, Pat DiPersio, Recreation Director, Scott Fuller and Superintendent of Public Works, Tim Neargarder. Also present were Mayor Elect Dr. Michael Bruno and Trustee Elect, John Levin.

Projected cash balance sheet- The total cash on hand as of 4/12/17 was \$90,305.65. Subtracting restricted funds, the cash on hand as of April 30, 2017 is estimated at **(\$52,286.96)**. 2017-18 Projected Revenue is going to be \$3,350,366. The amount available for the General operating budget after negative beginning balance will be \$3,298,079.04. Department budget requests this is for normal operating expenses came in at \$3,111,240. This would leave a positive balance at \$186,839.04. However, rising costs of Worker's Comp and General Liability Insurance are causing the General Fund to supplement this at a cost of \$150,000. This brings the balance for other requests down to \$36,839.04.

The last three year's revenue comparison was reviewed. It was noted that revenues have remained steady throughout the last three years, with not many increases. Trustee Hargett asked why Sales Tax has increased, and others such as Utility tax has decreased. Finance Director Shaw's explanation was that with many people leaving Illinois as a whole that has affected our revenue down to the local level. Sales Tax has increased in part probably due to the new grocery store opening and also the Dollar General bringing in more revenue.

General Revenues- An overview of these and trends were discussed. It was noted that the Westec Security Contract was added at \$75,000. It also came to Finance Director Shaw's attention that Westec will be paying \$25,000 in boat slip fees. This number can be added to the bottom line, bringing the balance to **\$61,839.04**.

Restricted Revenues- The restricted revenues include the Fire Department's restricted funds, mostly received from property tax levy. Other property tax revenues, such as IMRF, Tort Insurance, FICA, are included in these restricted funds. The fluctuations each year are caused by request from Police Pension and actual needs for that fund. I noted that the Police Pension levy requested has really increased in the last few years, from under \$100,000 to now near \$200,000. This affects other restricted revenues needs as they have to be adjusted.

Capital Improvement/ Comprehensive Plan- This year Finance Director Shaw stressed the importance of reviewing and following the Capital Improvement Policy and Comprehensive Plan that the Village Board Approved, as she wanted to set the tone for the budget proceedings. She asked the Trustees to give feedback regarding what they wanted to see for the budget this year and what were some of the priorities that needed to be addressed. Trustee Marabella started with the importance of our failing roads and infrastructure situation of the Village. Everyone agreed. A lengthy discussion was held regarding how the Village can address the needs it has and how we can finance the projects. Trustee Hargett suggested that a revenue study be done. He explained that would take getting data from surrounding towns in what type of revenue sources they have instituted etc. It was decided to look into doing the study in-house. In the meantime, the department heads will meet and prioritize the capital needs of the Village. After that is done, to come back as a whole group with the Board to discuss and start a plan in place. Everyone understands this is probably a year-long project to get ready for next budget, but it will be a good start in a new direction.

Capital Improvement Requests- Anticipated fund balance for the capital improvement fund will be \$445,801.99 for requests. The current request for the 2017-18 budget year are

- 1) Body Camera's for Police Dept. \$20,000
- 2) Public Works Building Remodel- \$525,000
- 3) Re-surface West Lot at Schlader Building- \$70,000

The body camera request was explained by Chief Brumlik. He would like to start implementing this as the need for these have arisen with the current times. He will use it for patrol officers, and start with two. Board Approved.

The resurfacing of the parking lot for the Schlader Building was explained by Recreation Director, Scott Fuller. This much needed project has been put on hold for the past few years due to cash flow and other priorities. The parking lot is crumbling and is in terrible condition. The Board approved.

Public Works Building- Superintendent, Tim Nearing explained the reason for needing to get the building remodeled. He understands that it is a lot of money but that it can't be put off any longer. Per the architect's drawings, the building is estimated at \$525,000.00. A discussion was to determine if they went forward with it, what term of financing should be done- 10 or 15

years. Finance Director Shaw will get a call in to get actual annual payments and will bring it back before the board at the next budget meeting.

Fire Department- Fire Chief, Justin Stried presented his operating budget, noting the few changes that he needed to adjust. One of them was the salary line item. In order to keep employees, adjustments of small increases need to be done. Also, with the ACA reporting requirements, employees can only work a certain amount of hours. They are very short-staffed at times, and due to that, he may need to hire a few more people, but it would stay within his budget amount. Over-all his budget would only go up \$3,600 from last year. Trustee Marabella stated that we are getting a great chief for the price he is being paid, and that he does a really great job and had no problem with his requests. The rest of the Board agreed. **Fire**

Department- \$809,478.00 approved.

Monday budget meeting will be to discuss the following - Administration, Community Development, Recreation, I.T., Police, EMA, 911.

Tuesday meeting will be to focus on Public Works Department. The Water & Sewer Fund will take a while to discuss as we are losing money in that fund. Tim and I will get together to discuss data to help with the Board's understanding at where the fund stands.

ADJOURNMENT

1 - A motion was made by Trustee Weiss and seconded by Trustee Braden to adjourn the meeting. Mayor Pro-tem Robards declared the motion carried and the meeting adjourned at 8:11 PM. with the following roll call vote.

Ayes: (6) Braden, Hargett, Marabella, McCarthy, Robards, Weiss
Nays: (0)
Absent: (0)
Passed: (0)

APPROVED:

RICHARD ROBARDS, MAYOR PRO-TEM

ATTEST:

JULIE RITTENHOUSE, CLERK