

Village of Hoffman Estates

FINANCE COMMITTEE MEETING MINUTES

November 24, 2014

I. Voice

Members in Attendance:

**Gary Pilafas, Chairperson
Anna Newell, Vice Chairperson
Trustee Michael Gaeta
Trustee Karen Mills
Trustee Gary Stanton
Trustee Gayle Vandenberg
Village President William D. McLeod**

**Management Team Members
in Attendance:**

**James H. Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplin, Asst. Vlg. Mgr., Dev. Services
Gary Salavitch, Director of Engineering
Peter Gugliotta, Director of Planning
Kevin Kramer, Director of Economic Dev.
Ted Bos, Acting Police Chief
Jeff Jorian, Fire Chief
Algean Garner, Director of H&HS
Joe Nebel, Director of Public Works
Rachel Musiala, Finance Director
Fred Besenhoffer, Acting Director of IS
Patrick Seger, Director of HRM
Renee Bentley, Asst. Director of Finance
Patricia Cross, Asst. Corporation Counsel
Bruce Anderson, Cable TV Coordinator
Ashley Monroe, Asst. to Village Manager
Ben Gibbs, GM of the Sears Centre Arena
Bev Romanoff, Village Clerk
Ken Gomoll, Asst. Director of Public Works
Greg Schuldt, Deputy Fire Chief
Clayton Black, Dev. Services Analyst**

Others in Attendance:

Daily Herald

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

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve the Finance Committee meeting minutes of October 27, 2014. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Budget Overview

Jim Norris addressed the Committee and presented an overview of the 2015 proposed budget. He explained the budget process, the goal of the budget process and the budget overview. Departments were held to a 0% increase in their discretionary line items. The 2015 General Fund budget is balanced with current revenues and use of fund reserves for the Emerald Ash Borer response. Mr. Norris reported that economic development is improving and business interest in the Village is growing.

The 2014 budget is projected at \$155,880 revenues over expenditures, with \$1,575,760 coming from Fund reserves for EAB and \$1,056,710 projected for 2015 for EAB. The 2015 budget General Fund Reserves represents 23.1% of the 2015 General Fund budget. Only telecom taxes showed a decrease in major General Fund revenues. The 2015 budget includes no increase in the tax levy.

Mr. Norris reported on 2015 budget highlights and issues which include continuation of the EAB response, Jones/Highland storm sewer, negotiation of Groot residential and commercial contract extensions, success of the rental inspection program, the road improvement program and changes to personnel. The Village received a \$900,000 MWRD grant for the Jones/Highland storm sewer project and almost \$5.2 million is proposed to be spent on the 2015 road improvement program. There is budgeted a 2.5% increase (in aggregate) in salaries for non-contractual employees and increases will be granted solely based on merit. Mr. Norris identified some new personnel changes for a total of \$137,121. Also added is a new bike path patrol program.

Motion by Mayor McLeod, seconded by Trustee Gaeta, to include the bike path program in the amount of \$14,935 to the 2015 proposed budget. Voice vote taken. All ayes. Motion carried.

2. Village Department Review

a. General Government – Dan O’Malley presented the overview for General Governments and discussed accomplishments highlights and priorities. Mr. O’Malley reported that the Department will negotiate collective bargaining agreements with both Public Works and Police in 2015, work with Development Services to improve the Hoffman Plaza Shopping Center and the Barrington Square Shopping Center as well as finalize the Groot contract and complete a water and sewer rate study.

b. Police – Acting Chief Bos presented the Police Department’s proposed budget for 2015 and reviewed 2014 accomplishments. The Department acquired a new police K-9, hired 4 new officers, sergeant and lieutenant testing and eligibility list was completed, and 12-hour shifts for patrol officers were implemented, which resulted in a decrease of 727 hours of overtime and 1,285 hours in sick time. The 2015 proposed budget shows a 0.4% decrease in the overall department budget.

c. Fire Department – Chief Jorian presented the Fire Department’s proposed budget for 2015. Accomplishments for 2014 include hiring 6 new firefighters, public education program, Station 22 improvements as well as vehicle projects, grant for two new fire investigators, addition of 12 lead EKG capabilities to department defibrillators. The 2015 proposed budget shows a 0.6% increase in the overall department budget.

d. Public Works – Joe Nebel presented the Public Works Department’s proposed budget for 2015. Accomplishments for 2014 include expanded services in the brush pick-up program, replacement of snow plow truck, public works open house and replacement of lighting in Fleet Services. The 2015 proposed budget shows a 1.2% increase in the overall department budget with removal of all remaining EAB trees being a top priority. The Water & Sewer 2015 proposed budget shows a 15% increase due to the cost of water from the City of Chicago.

Motion by Trustee Gaeta, seconded by Trustee Newell, for a 10 minute recess. Voice vote taken. All ayes. Motion carried.

Chairman Pilafas called the meeting back to order at 7:55 p.m. Roll call vote taken. All present.

e. Development Services – Mark Koplín presented the Development Services Department proposed budget for 2015. Accomplishments for 2014 include the Barrington Road interchange, street revitalization program, drainage improvements, rental inspection program, and the TIFs. The 2015 proposed budget shows a 0.5% decrease in the overall department budget.

f. Sears Centre Arena – Ben Gibbs presented the Sears Centre Arena proposed budget for 2015. Accomplishments for 2014 include a net income increase of \$100,000 from 2013, and attendance records. The 2015 proposed budget shows a \$150,000 increase in event income, \$55,000 increase in food and beverage and \$160,000 increase in net operating income.

g. Health & Human Services – Algean Garner presented the Health & Human Services Department budget for 2015. Accomplishments for 2014 include 5,179 nursing patient visits, and 1,144 clinical psychology client contacts. The 2015 proposed budget shows 1.1% decrease in the overall department budget.

h. Information Systems Department – Fred Besenhoffer presented the Information Systems Department budget for 2015. Accomplishments for 2014 include adding an additional carrier and route to the Verizon public safety connection, developed, tested and implemented the anonymous tips app in GovQA, employee access center, and password management. The 2015 proposed budget shows an 8.3% increase in the overall department budget.

i. Boards & Commissions – Jim Norris presented the Boards & Commissions budget for 2015. The proposed budget shows a 12.6% decrease in the overall B&C budget.

Motion by Trustee Mills, seconded by Mayor McLeod, to adjust the proposed 2015 budget for the Platzkonzert and Arts Commission and add \$8,000 to the Arts Commission proposed budget. Voice vote taken. All ayes. Motion carried.

- 3. Direct staff to publish the Notice of Availability of Budget and Public Hearing on the 2015 proposed budget. With Committee's Concurrence, the Public Hearing will be scheduled for Monday, December 1, 2014 at 6:55 p.m. in the Council Chambers prior to the Village Board meeting.**

Motion by Trustee Gaeta, seconded by Trustee Stanton, to direct staff to publish the Notice of Availability of Budget and Public Hearing on the 2015 proposed budget with the public hearing scheduled for December 1, 2014 at 6:55 p.m. Voice vote taken. All ayes. Motion carried.

- 4. Direct staff to draft the Tax Levy and Tax Abatement Ordinances.**

Motion by Trustee Mills, seconded by Trustee Vandenberg, to direct staff to draft the Tax Levy and Tax Abatement ordinances. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve the 2015 Operating & Capital Budget with amendments. Voice vote taken. All ayes. Motion carried.

III. President's Report

Mayor McLeod reported that he and Trustee Stanton went to Springfield on Wednesday and Thursday, November 19-20, for the legislative session. On Thursday, November 20, he attended the Chamber Tasting Festival. On Saturday, November 22, Mayor McLeod attended the Lion's Bridge ceremony and the Village's tree lighting event. On Monday, Mayor attended School District 15's breakfast and the ribbon cutting for Fred Astaire Dance Studio.

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Newell, to adjourn the meeting at 8:48 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Asst.

Date