



Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

Village Hall: 815-827-3309

Fax: 815-827-4040

Website: <http://www.villageofmaplepark.com>

FINANCE AND PUBLIC RELATIONS & DEVELOPMENT COMMITTEE MEETING MINUTES

Tuesday, March 15, 2016

7:00 p.m.

Maple Park Civic Center
302 Willow Street, Maple Park, IL

1. CALL TO ORDER / ESTABLISHMENT OF QUORUM

Chairman Terry Borg called the meeting to order at 7:01 p.m.

Deputy Clerk Cheryl Aldridge called the roll call and the following Board members were present: Trustee Terry Borg, Trustee Chris Higgins, Trustee Valerie Massa, and Trustee Kristine Dalton. Absent: None.

Others present: Trustee JP Dries, Trustee Luke Goucher, Public Works Director Mike Miller, Police Chief Mike Acosta, Police Sergeant Tony Ayala, and Deputy Clerk Cheryl Aldridge.

2. PUBLIC COMMENTS – *Any resident wishing to address the Board may do so according to the Rules of Public Comment and should register with the Village Clerk prior to the meeting.*

None.

3. APPROVAL OF FINANCE AND PUBLIC RELATIONS & DEVELOPMENT COMMITTEE MINUTES

- February 16, 2016

Trustee Higgins made a motion to approve the minutes of February 16, 2016, seconded by Trustee Massa. Motion carried by voice vote.

4. DISCUSSION OF A RESOLUTION SUPPORTING THE ABILITY OF MUNICIPALITIES TO SHARE LOCAL SALES TAX INFORMATION WITH OUTSIDE PROFESSIONALS INCLUDING AZAVAR

Chairman Terry Borg explained that this resolution would allow Azavar Auditing to view tax information so that they can better audit our accounts. Village Accountant Cheryl Aldridge advised that at this time she and the Village Clerk cannot share this information with anyone, including the Board of Trustees or the Village President.

After a short discussion, Trustee Dalton made a motion to move this item to the Board agenda on April 5, 2016, seconded by Trustee Borg. Motion carried by roll call vote.

Aye: Dalton, Higgins, Massa, Borg. Nay: None. Absent: None. (4-0-0)

5. DISCUSSION OF FY17 BUDGET

The committee reviewed and discussed the tentative budget for FY17, which is to be approved at the April Board of Trustees meeting.

Village Accountant Cheryl Aldridge advised that the Committee had two decisions to make, which were:

- Raise percentage for employees
- Tuckpointing / Civic Center Improvement Project amount to be budgeted

Ms. Aldridge advised that most funds are ending up better than were budgeted.

Ms. Aldridge also advised that approximately \$1,000 was budgeted for email marking, and more money was budgeted to maintain the parks. She also talked about expenditures, and advised that the police department budget will stay the same.

Ms. Aldridge advised that this budget meets the fund balance requirement.

Public Works Director Mike Miller discussed a possible bathroom project in the police department.

Ms. Aldridge discussed a transfer from one fund to another for future vehicle purchases.

Ms. Aldridge then spoke about TIF. She thinks there may be some revenue this year, but won't know for sure until the property taxes are finished up.

Ms. Aldridge advised that money has been budgeted for road paving.

Trustee Borg asked about an alternative means to maintain roads. Mr. Miller advised that he is looking into a "K" coat as an alternative.

Trustee Borg then had a question about utility tax. Ms. Aldridge advised that the money is coming from the fund balance. They then discussed the fund balance requirement.

Ms. Aldridge advised that the MFT ending balance of the fiscal year will be \$79,000, which will not be enough to do a project.

Ms. Aldridge advised that the FY2016 budget will be negative \$19,000. President Curtis asked what that could be attributed to. Ms. Aldridge advised that whittling down the fund balance in utility tax would be it.

Ms. Aldridge advised that the water bill rates need to be increased and proposed layering automatic water bill increases.

Trustee Higgins had questions about water expenses. Ms. Aldridge advised that this includes power for the well and power for the lift station. Trustee Higgins also asked about the debt service. Ms. Aldridge advised that this is to pay off four watermain loans. She added that when these loans are paid off this debt service on your water bill will go away. She advised that the loans will be paid off in 2018, 2020, 2023, and 2032. Only one is attributed to the debt service.

Trustee Borg asked about the \$17,000 deficit, he asked if the enterprise accounts should be included in the final numbers. Ms. Aldridge advised that this figure can be found on the first page. Trustee Borg said that he feels that these numbers give the illusion that the village is better off than we actually are. Ms. Aldridge then went over how to read each line item in the budget.

Trustee Dalton asked about merit raises. Ms. Aldridge said that merit raises will not be a part of this budget. Trustee Dalton asked about pre-employee physicals and drug tests. Ms. Aldridge advised that \$5,000 is budgeted for that and she didn't feel that there are enough employees to be concerned.

Trustee Borg said that the village staff is small and works very hard. He feels that they all deserve an increase. He added that it is always difficult to have these conversations with staff in attendance, but he feels that Ms. Aldridge deserves a bonus for all the work that she did when the Village Clerk was out. Trustee Dalton said that the Board needs to consider merit raises, adding that the village is lucky to have these employees. Ms. Aldridge advised the Board that the CPI increase is about 1.8%.

The Committee discussed the longevity of the staff, and who would get the raises. President Curtis advised that it would be current employees only. The committee then discussed police officer pay rates.

After some discussion, consensus was to give Ms. Aldridge a \$1,000 bonus, 2.5% raises to employees, and to do the Civic Center Improvement Project in the amount of \$30,000.

After a short discussion, Trustee Dalton made a motion to move the Appropriation Ordinance to the April Board agenda for a vote of the full Board, seconded by Trustee Higgins. Motion carried by voice vote.

6. DISCUSSION OF OTHER ITEMS

None.

7. ADJOURNMENT

Trustee Higgins made a motion to adjourn the meeting, seconded by Trustee Massa. Motion carried by voice vote.

Meeting adjourned at 8:29 p.m.

Liz Peerboom, CMC
Village Clerk

Committee Members

Trustee Borg Chair

Trustee Dalton

Trustee Higgins

Trustee Massa

DRAFT