



Village Clerk's Office

31 West Quincy Street • Westmont, Illinois 60559
Tel: 630-981-6220 Fax: 630-829-4441

Special Meeting
Village Board/ Budget Workshop
April 11, 2015
9:00 A.M.

Board Members Present: Mayor Gunter, Clerk Szymiski, Trustee Barker, Trustee Nero, Trustee Scott, Trustee Senicka

Board Members Absent: Trustee Addington, Trustee Barry

Staff Present: Manager May, Finance Director Parker, Police Chief Mulhearn, Deputy Police Chief Gunther, Deputy Police Chief Brenza, Police Department Administrative Assistant Bjur, Fire Chief Weiss, Deputy Fire Chief Riley, Senior Accountant Olson, Community Development Director Ziegler, Public Works Supervisor Noriega, Municipal Services Office Supervisor Brendle, Human Resources Director Crane, IT Manager Liljeberg.

Guests: Trustee Elect Liddle, Trustee Elect Guzzo

Mayor Gunter called the Special Budget Meeting to order at 9:00 A.M.

Roll call was taken.

Pledge of Allegiance recited.

- Mayor Gunter thanked everyone for coming and announced this is our final Budget meeting.
- Finance Director Parker said they will recap the budget overview.
- Finance Director Parker began talking about the contingency plan.
- Finance Director Parker explained why we are doing the contingency which is dependent on how much of the shared funding the state takes from municipalities.
 - Note: Board handouts are attached.
- Manager May discussed a resolution of Local Government Empowerment and Reform that DMMC Mayors and Presidents have created. That will be attached to the Westmont Village Board Agenda for Thursday April 16, 2015 meeting.

Motion was made by Trustee Barker to adjourn the meeting.

Trustee Nero seconded the motion.

Ayes: Barker, Nero, Scott, Senicka

Absent: Addington and Barry

The meeting ended at 10:33 A.M.



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ATTEST:

APPROVED:

Virginia Szymiski, Village Clerk

Ronald J. Gunter, Mayor

Dated this April 16, 2015.

Category	Total		
	Level 1	Level 2	Level 3
Delay/Elimination of Services			
Potential Delay in Emergency Response		192,000	730,000
Eliminate NonEmergency Police Response		62,000	242,000
Delayed Street Maintenance; Elimination of Holiday Decorating		155,500	330,520
Reduced Winter Road Maintenance	6,000	6,000	76,000
Delay in Administrative Services	9,268	80,536	98,072
Reduced Code Enforcement	6,000	41,000	53,300
Delayed Permit Response Time	30,000	30,000	63,500
Reduced Fire Inspections	21,570	43,140	43,140
Reduced Drug Enforcement		10,000	10,000
Elimination of Televised Meetings	6,050	6,550	7,050
Mosquito Abatement	79,600	79,600	79,600
Internal Security	3,700	14,200	14,200
Turn Off Fountain		1,750	1,750
Reduced Stormwater Maintenance			7,500
Reduce Traffic Signs & Markings	17,000	17,000	27,000
Suspend 50/50 Sidewalk Program	3,000	3,000	3,000
Reduced Communication/Marketing	7,600	19,450	37,450
Delayed Payments to Vendors		8,320	8,320
Community Donations	28,250	30,250	30,250
Reduced Tree & Landscape Maintenance	3,375	24,975	24,975

Category	Total		
	Level 1	Level 2	Level 3
Facilities Upkeep	19,300	32,200	32,200
Indirect Impact to Residents			
School Resource Officer	87,165	87,165	87,165
Landscape Architect	19,776	32,960	32,960
Eliminate Funding for Crossing Guard Positions		27,500	27,500
Other Intergovernmental Cooperation		2,125	24,625
Reduction in Internal Service / Productivity	50,075	80,225	82,625
Employee Health & Wellness	31,084	44,334	44,534
Reduced Training & Expertise	34,050	57,180	57,180
Impact to Staff & Officials			
Employee Compensation	235,000	235,000	100,000
Board Expense/Stipend		3,000	18,600
Reduction in Internal Service / Productivity	50,075	80,225	82,625
Downtown Life Safety Grants	7,500	15,000	15,000
Eliminate Funding for Comissions/Committees	500	5,500	5,500
Other Reductions			
Already Cut in Base Budget	179,321	179,321	179,321
Elimination of Conservative Buffer	183,935	183,935	183,935
Convention Tourism			
C/T Special Events	10,000	15,000	103,170
C/T Community Promotion		20,000	148,536
C/T Beautification			87,200
	1,129,194	1,925,941	3,200,303

2016 Considerations		Net Operating		Revenues		Other Expenses		Considerations		Expenses		Revenues		Net		Total General Fund Net	
		142,370		22,901,027		21,961,047		797,610				1,113,400		1,136,700		28,970	
General Fund												1,113,400		1,136,700			
Capital Fund												964,580		2,199,030		8,850	
MFT Fund												383,000		2,272,300		359,000	
Total		142,370		22,901,027		21,961,047		797,610		2,460,980		2,992,600		5,608,030		254,450	
		Operating - Considerations		Base Budget Submission		Considerations		Operating		1-Time		Carry-Over		Notes		Hold Until Decision from State	
Village Wide		Personnel Considerations				-94,411		-94,411								HOLD new personnel	
Village Wide		GWA 2.25%				248,000		248,000								HOLD	
Village Wide		GWA 2.25% FOP & 2.0% Others				228,000											
Village Wide		Agreed Upon Increases				55,000		55,000									
Village Wide		Insurance Renewal				50,000		50,000									
Village Wide		Moderate Benefit Changes				-16,500		-16,500									
Village Wide		Match Others Contributions to FOP Contributions				-16,800		-16,800								HOLD until GWA	
Village Wide		Increase in Conference Expense				11,000								Included in Departmental Base budget		HOLD	
Fire		Duty Chief Program				85,000		85,000						Base budget was increased by \$42,500		in progress	
Fire		Succession Plan				13,000		13,000						Total Cost, less previously budsgeted pension cost		in progress	
Fire		Re-Accreditation				10,000		10,000		10,000						HOLD	
Fire		PT Inspector				23,000		23,000						Needs to be Board Approved		HOLD	
Information Technology		2 Factor Authentication				23,000		5,000		22,000						HOLD	
Information Technology		Tablets for Fire Command - FD				5,500				5,500						HOLD	
Information Technology		Firewall / UTM Replacement				45,800		8,400		37,400				Maintenance covers 3 years			
Information Technology		ERP				350,000				250,000		100,000		1-time FY15 budget		HOLD	
Information Technology		Timedock				33,200						33,200					
Information Technology		Laserfiche				35,000											
Information Technology		Offsite Back-up				15,000				15,000						HOLD	
Information Technology		VH 2nd floor office				7,500				7,500						in progress	
Information Technology		Microsoft License Change/Adjust				14,000		9,000									
PW - Streets / Fleet / Admi		EAB Complete Tree Removal (1,100)				450,000				450,000				Contractual removal only		DO \$100,000. HOLD \$350,000	
PW - Streets / Fleet / Admi		EAB Tree Removal (650)				216,000											
PW - Streets / Fleet / Admi		EAB Tree Planting (570)				158,000				158,000						HOLD (Fall Planting)	
PW - Streets / Fleet / Admi		Replace Hot Patcher				40,000				40,000						HOLD	
PW - Streets / Fleet / Admi		Replace Chipper				60,000											
PW - Streets / Fleet / Admi		Road Salt				110,000		40,000		40,000						HOLD (Fall Order)	

2016 Considerations		Net Operating		Revenues		Other Expenses		Considerations Expenses		Expenses			Revenues		Net		Total General Fund Net				
General Fund		142,370		22,901,027		21,961,047		797,610		1,113,400			136,700			1,136,700					
Capital Fund										964,580			1,225,600			2,199,030		8,850			
MFT Fund										383,000			1,530,300			2,272,300		359,000			
Total		142,370		22,901,027		21,961,047		797,610		2,460,980			2,892,600			5,608,030		254,450			
		Operating - Considerations		Base Budget Submission		Considerations		Operating		1-TIME			Carry-Over			Notes		Hold Until Decision from State			
PW - Streets / Fleet / Admi Jetting & Ditching								45,000										Jetting was budgeted in Non-MFT bond in FY15			
PW - Streets / Fleet / Admi Sidewalk Cutting								15,000													
PW - Streets / Fleet / Admi Increase in Waste Expenses				810,010				49,990										Offset by Pass Through			
Public Works - Facilities		Park District Additional Mowing		50,000		7,000		7,000										Est from SM			
Public Works - Facilities		Contractual Custodial Services (VH, PWS)				22,500		In personnel										Offset by reduction in personnel costs		HOLD (Fall Repl)	
Public Works - Facilities		Depot HVAC						14,000					14,000							HOLD	
Public Works - Facilities		Depot/CBD Benches						30,000										Complete bench replacement, (\$1,000 for standard bench, \$2,500 for specialty bench)		HOLD	
Public Works - Facilities		Depot Epoxy Flooring						20,000													
Public Works - Facilities		VH 2 x Clean Terazzo floors, carpet		3,500				3,500					3,500							HOLD	
Public Works - Facilities		Security door in Finance						7,500													
Public Works - Facilities		VH Letters						4,000													
Public Works - Facilities		Drinking Fountain						2,000					2,000							HOLD	
Public Works - Facilities		Remove Receptionist Desk						0					0							HOLD until Window Project	
Public Works - Facilities		Municipal Service Window						35,000					35,000							HOLD	
Public Works - Facilities		FD - Caulk Repair						5,000					5,000								
Public Works - Facilities		FD - Drinking Fountain						2,000					2,000							HOLD	
Public Works - Facilities		FD - Ceiling/Drywall						4,000					4,000							HOLD	
Public Works - Facilities		FD - Sump Pump Replacement						4,500													
Public Works - Facilities		FD - Panel Upgrade - Ph. 1 Fire Alarm						6,000					6,000								
Public Works - Facilities		FD - Unit Heaters (4)						4,000													
Public Works - Facilities		PD - Unit Heaters (3)						10,500													
Public Works - Facilities		PW - Unit Heaters (3)						11,000													
Public Works - Facilities		Village Wide Unit Heaters											15,000							HOLD	
Public Works - Facilities		PD - Drinking fountain						2,000					2,000							HOLD	
Public Works - Facilities		PD - Auto light dimmers						1,000					1,000							HOLD	
Community Development		Scanning		2,000				8,000					8,000								
Community Development		Developer Note Offset						100,000					100,000								

2016 Considerations	Net Operating	Revenues			Considerations		Expenses		Revenues		Net		Total General Fund Net
		Revenues	Other Expenses	Base Budget Submission	Operating	Considerations	Operating	Considerations	1-Time	Carry-Over	Notes	Hold Until Decision from State	
General Fund	142,370	22,901,027	21,961,047				797,610		1,113,400	136,700	1,136,700	(113,400)	28,970
Capital Fund									964,580	1,225,600	2,199,030	8,850	
MFT Fund									383,000	1,530,300	2,272,300	359,000	
Total	142,370	22,901,027	21,961,047				797,610		2,460,980	2,892,600	5,608,030	254,450	
HR/Admin	Adequate Funds for ED Partnership					5,340	5,340				25% HR/Admin, 75% CT		
HR/Admin	Banners/Social Media/Promote	1,200				2,000	2,000					HOLD	
Legislation	EIC	500				2,250	2,250					HOLD	
HR/Admin	Community wide door-to-door distribution					4,000	4,000					HOLD	
HR/Admin	Neighbors Increase Pages	11,500				7,750	7,750				Moving from 4 to 8 pages	HOLD (Committee)	
HR/Admin	Communications Intern					6,250	6,250				Other 1/2 to Convention Tourism	HOLD	
HR/Admin	HR Generalist					39,000	39,000					HOLD	
Legislation	Strategic Planning Services					14,000			14,000			in progress	
HR/Admin	Carryover Compensation Study-Performance					3,500				3,500		in progress	
Police	POP Detective					101,841	101,841				Needs to be Board Approved	HOLD	
Police	Proactive Replacement Plan					27,166	0				Will be authorized to try to have 1 more than budgeted.		
Police	Crossing Guards	27,500				9,250					Have school districts continue to cover 25% of existing costs		
Cap - Base	Copiers					53,780			53,780				
Cap - Base	Debt					90,000			90,000				
Cap - Infr	Eagle Creek					408,500			30,000	378,500		in progress	
Cap - Infr	Cumnor					607,000			170,000	437,000		in progress	
Cap - Infr	Wilmette					12,900				12,900		in progress	
Cap - Infr	CBD Alley(Section A) Design					50,000				50,000		HOLD	
Cap - Infr	CBD Alley(Section A) Construction					230,000			230,000		Could move to MFT if HOLD needed		
Cap - Infr	CBD Alley Reconstruction (Section B)					50,000			50,000		Could move to MFT if HOLD needed		
Cap - Infr	Hiddenview					5,000				5,000		in progress	
Cap - Infr	60th St. Streambank Stabilization					15,000				15,000		in progress	
Cap - Infr	Ogden Signal Upgrades					8,000				8,000		in progress	
Cap - Infr	Depot Project/Eng Construction (C/O)					100,000				100,000		in progress	
Cap - Infr	Ph 1 & Ph2 Annual Sidewalk Project (C/O)					50,000				50,000		in progress	
Cap - Infr	Rapid Flash Crosswalk Lighting (C/O)					25,000				25,000			

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		142,370		22,901,027		21,961,047		797,610				1,113,400		1,136,700		28,970	
General Fund												964,580		2,199,030			
Capital Fund												383,000		2,272,300			
MFT Fund												2,460,980		2,892,600		254,450	
Total		142,370		22,901,027		21,961,047		797,610				5,608,030		254,450			

2016 Considerations		Net Operating	Revenues	Other Expenses	Considerations Expenses	Expenses		Revenues	Net	Total General Fund Net
		142,370	22,901,027	21,961,047	797,610			1,113,400	136,700	(113,400)
General Fund								1,113,400	136,700	1,136,700
Capital Fund								964,580	1,225,600	2,199,030
MFT Fund								383,000	1,530,300	2,272,300
Total		142,370	22,901,027	21,961,047	797,610	2,460,980	2,892,600	5,608,030	254,450	
		Operating - Considerations	Base Budget Submission	Considerations	Operating	1-Time	Carry-Over	Notes	Hold Until Decision from State	
Cap - Police		Carpet for 2nd floor & in records		10,000		10,000			HOLD	
Cap - Police		Paint stairwell		6,000		6,000			HOLD	
Cap - Police		Police-Speed Sentry(2)		12,200		0		Included in base budget-Paid w/ Fed funds	HOLD	
Cap - CD		Gateway & Wayfinding Signs Constr		25,000		25,000			HOLD	
Cap - IT		Video Equipment Replacement		6,000			6,000		in progress	
MFT		Cass Midblock Inspection Eng		3,000			3,000		in progress	
MFT		Cass Midblock Construction		150,000			150,000		in progress	
MFT		Pasquinelli - Inspec Eng		11,200			11,200		in progress	
MFT		Pasquinelli - IDOT		65,000			65,000		in progress	
MFT		CMAQ - Inspec Eng		21,000			21,000		in progress	
MFT		CMAQ - IDOT		18,500			18,500		in progress	
MFT		2015 Metra Station Design		20,000		20,000			HOLD until WSI study completed	
MFT		Wilmette Design		61,600			61,600		in progress	
MFT		Wilmette Inspect Eng		120,000						
MFT		Wilmette Construction		1,200,000						
MFT		Traube stormwater Study		1,000		1,000				
MFT		Cumnor Road Construction		1,200,000			1,200,000		in progress	
MFT		Debt		362,000		362,000				
Westmont Ctr		ADA Compliance		13,000		13,000		Revised to exclude brick paver reconstruction	HOLD	
Convention Tour		Communications Intern		6,250		6,250		75% CT, 25% HR/Admin	HOLD	
Convention Tour		Adequate Funds for ED Partnership		16,020		16,020				
Convention Tour		Electronic Signs (C/O)		50,000			50,000		in progress	
VRP		MDT Replacements - PD		14,000		14000				
Water		Hydroseeder		20,000		20,000			Water	
Water		Richmond Water Main Project		75,000		75,000			HOLD for PW Committee	
Water		Park & West End Water Main Project		750,000		750,000			HOLD for PW Committee	