

MINUTES OF THE SPECIAL MEETING OF THE NEW LENOX
VILLAGE BOARD OF TRUSTEES

New Lenox Village Hall, 1 Veterans Parkway

Wednesday, April 3, 2013 7:00 P.M.

SP # 13-01

CALL TO ORDER

The Special Meeting of the New Lenox Village Board of Trustees was called to order by Mayor Baldermann at 7:04 p.m. for the purpose of discussion of the proposed Comprehensive Annual Budget for the Fiscal Year 2013-2014.

ROLL CALL

Upon Roll Call by the Village Clerk, the following members of the corporate authorities answered "Present" or "Here":

Trustees Bowden, Dye, Tuminello, Butterfield, and Mayor Baldermann

Those absent were:

Trustees Smith and Madsen

QUORUM

There being a sufficient number of members of the corporate authorities in attendance to constitute a quorum, the meeting was declared in order.

OTHER OFFICIALS IN ATTENDANCE

Village Engineer Will Nash, Building & Zoning Administrator Warren Rendleman, Police Chief Bob Sterba, Village Clerk Laura Ruhl, Public Works Superintendent Ken Brozovich, Assistant to the Administrator Kate Andris, Finance Director Kim Auchstetter; Planning & Development Administrator Robin Ellis, Village Administrator Kurt Carroll, Economic Development Director Nancy Hoehn and Director of Operations Ron Sly. Also in attendance was Deputy Chief Robert Pawlisz

BUDGET DISCUSSION

Administrator Carroll started the discussion by introducing the Program Budget which is a new to the Village of New Lenox. He explained that this Program Budget breaks down the Village's budget to give a better idea of what it costs to provide the services we do. Mr. Carroll briefly discussed the breakdown of the different departments in the new Program Budget.

Finance Director Kim Auchstetter provided a powerpoint presentation of the proposed Program Budget for the Village Board and Department Heads.

Ms. Auchstetter started out the presentation by saying the budget is balanced. She stated that one of the goals that has been reached is the \$1.8 million dollars in the budget for roadway improvements. She added construction is continuing on the new Public Works Building and Police Station, along with that the equipment replacement program is funded for the second year. She went on to say we will continue to invest in our employees with training enhancing customer service along with leadership and computer skills training. Ms. Auchstetter reported this budget includes a Strategic Plan, along with the hiring of (3) Public Works employees, filling the Development Management position as well as the 2012 property tax rebate to our residents.

Ms. Auchstetter reported the General Fund accounts for the local government services, including programs overseen by the following departments: Administration, Community Development, Public Safety, Public Works and various Boards. She stated the General Fund assumptions include an estimated 138 permits for single-family homes, a 6,100 square foot medical building permit, the Route 30 commercial projects that are currently in the planning process and 55% property tax rebate with a 75% participation. The sales tax assumes a slight increase based on recent activity and utility tax based on previous year's receipts. Ms. Auchstetter explained that sales tax accounts for 40% of the General Fund revenue. She went on to report the history of the sales tax for the last five years.

Ms. Auchstetter reported that income tax and use tax are state controlled revenues that will be monitored closely.

Ms. Auchstetter reported that this is the second year in a row that we have reached our goal of maintaining over a 3-month operating reserve in the General Fund. She stated the General Fund expenditures include property tax rebate, personnel additions, equipment replacements, debt obligations and capital project commitments. Ms. Auchstetter stated the Motor Fuel Tax Fund accounts for all the annual roadway maintenance. She went to say that the utility and home rule tax continues to allow an investment in the future of the Village. She noted that MFT is getting \$1 million toward their program, the roads (Route 30 local portion, ring road and toll highway) is getting \$5 million, equipment and capital projects are also getting a portion of these funds. Ms. Auchstetter reported that we are catching up on the new equipment replacement. She reported on the major capital projects that will continue in the 2013-14 budget, one of them being the Public Works building which is expected to be completed during this fiscal year. Next, the Police Station construction is to begin during the next fiscal year with an estimated completion in 2014-15. Finally, we will continue to concentrate on acquiring the land for the extension of Nelson Road, with the engineering continuing into this fiscal year.

Next, Ms. Auchstetter went on to discuss the sewer and water funds. This includes the operation and maintenance, capital improvements, treatment plant construction and expansion as well as sewer replacements. She stated that the sewer and water operating revenues are covering operation expenses with the annual rate increase. She reported that sewer and water capital funds, which are the tap-on fees, continue to be drawn upon with the lack of new residential developments.

Ms. Auchstetter reported that WWTP #1 and #2 projects continue in the next fiscal year. She said WWTP#3 will see maintenance such as a manhole improvement and a fence. She added there is a study in the budget for K-Mart lift station and Rt. 30 transit pipe.

Trustee Dye asked what the K-Mart lift station is.

Mr. Carroll explained this is an older lift station that needs to be looked at for some replacement work.

Ms. Auchstetter discussed two major water projects that are included in the Water Capital Improvements Fund, which are the Prairie Road water main replacement, which is funded with a grant, and the Cooper Road water main construction.

Ms. Auchstetter concluded the 2013-2014 budget allows for the continuation of quality services for residents and addresses both future capital as well as staffing needs.

Mayor Baldermann noted that there are many communities still struggling from the economy. The Village of New Lenox has always balanced our budget, we have not had to lay off any Staff, we've kept more in reserves than most, we are doing \$1.8 in roads, the Pine Street construction was completed, housing starts are up, new commercial construction and building two public buildings. He went on to mention with \$900,000 in property tax rebates and the elimination of vehicle stickers, we are giving over a million dollars back to our residents every year. Mayor Baldermann complimented the Village Board on working together so successfully and the Village Staff for a job well done. He expressed how proud he is to be the Mayor of New Lenox and how important it is for us to give the best customer service.

Trustee Bowden commented on all of the extra activities that go on in New Lenox that are sponsored by the Village: French Market, concerts, movie nights, etc. We are doing as many free events as we possibly can.

Ms. Auchstetter thanked the Department Heads for their involvement and input with the new Program Budget.

Staff answered some general questions from the Board.

Adjournment

A motion was made by Trustee Dye and seconded by Trustee Bowden to adjourn the meeting. The Special Meeting of the Village of New Lenox Board of Trustees was adjourned at 7:33 p.m.

Laura Ruhl, Village Clerk