

**THE SPECIAL MEETING OF THE COUNCIL OF THE
VILLAGE OF FOREST PARK, COOK COUNTY, ILLINOIS
HELD ON MONDAY EVENING, MARCH 29, 2004 AT 6:30PM**

ROLL CALL

Commissioners Gillian, Hosty, Doolin, Steinbach and Mayor Calderone answered the Roll Call.

INTRODUCTION

Commissioner Gillian welcomed all to the second budget meeting associated with the 2004-2005 budget year. Commissioner Gillian reviewed highlights of the budget meeting of March 23, 2004 and Ms. Yacoben announced that after updating the draft budget, there is a total of \$366,000 earmarked as discretionary funds with a discretionary surplus of \$49,824.06.

EXPENDITURES

Discussion ensued regarding discretionary expenses associated with public property and projects that could be done. Commissioner Steinbach suggested that \$200,000 (of the original amount of \$250,000) be allocated to public property maintenance and \$50,000 be added to the total for discretionary surplus. Council members directed that Director Heider should bring projects to Council for review and approval on a priority basis.

Discussion continued in regards to mandatory vs. payroll budgetary items. The IMS Director's salary could come from the E-911 Fund and Ms. Yacoben was directed by members of the Council to petition the E-911 Board to have this salary be paid via E911.

Council members discussed upgrading 501 Des Plaines (apartments) to house the detectives so that the detective trailer currently in use could be eliminated. It was determined that the \$7800 associated with the trailer expense should remain in the budget, since Director Heider's action plan and associated time line to transform the apartments will extend into the 2005 budget year.

Discussion ensued about the various special events to be funded. It was determined that the Police Chief and Public Works Directors should work with Ms. Yacoben to determine what appropriation for services and materials are associated with each event (Summerfest, Trick or Treat, St. Patrick's Day Parade, Christmas Walk) and report back to the Council for review and discussion. The appropriation of \$5000 for Groovn' in the Grove was directed to stay with this line item. The Memorial Day parade will not be funded this year.

The Council members directed Mr. O'Shea to explore options with the Park District in terms of the Park's need to pay for police and fire protection and public works services associated with special events.

Members of the Council agreed to have the department heads research the salaries, perks, job descriptions, years of experience and education associated with like department heads of comparable communities and present them to the Council for review. Mayor Calderone suggested that a WCMC survey could be done in order to obtain the above information. Council members

pointed out that some of the vehicle leases are up soon and asked that the salary information be distributed by May 1st, 2004.

Director Heider volunteered to prepare a list of old vehicles for the next Council meeting. Discussion ensued about certain Village vehicles and their functions.

Council members agreed to appropriate \$500 for cabinets within the Health and Safety Department.

Discussion ensued regarding the marketing piece that Ms. Hill is requesting to have printed. Council members concluded that \$2000 for this piece would be appropriated under Public Affairs.

The question of Village payment of professional dues was discussed and department heads were directed to individually speak to their Commissioners about this item and then Commissioners would bring requests back for final Council approval.

Commissioner Steinbach suggested that gasoline for Village wide use be placed out for bid. There were no objections from Council members.

An electronic swipe system associated with gas pump usage was discussed and Council members agreed that the estimated cost of \$8000 for the payment of this system should be taken out of the property maintenance line item.

Commissioner Steinbach stated that the Recreation Board will speak to dog park improvements in the near future, and she will report back on members' recommendations.

Mr. O'Shea stated that there is no information as yet about D91 donating gym time to the Village for its basketball league.

Discussion ensued about the French Market with Council members agreeing that the Village's expenditure for this special event should not exceed \$5000 per year. The French Market will have a separate line item in miscellaneous Public Affairs.

Ms. Yacoben announced at this juncture that surplus discretionary funds total \$92,324.

Council members agreed that department heads should request a training budget from their Commissioner, who would then review the request with the entire Council.

Commissioner Hosty stated that the phone system is underpowered. Mayor Calderone agreed and stated that price quotes for upgrades were being reviewed currently.

RESERVE FUND POLICY

Council members discussed the desire to appropriate a certain amount of money to be kept in reserves. Commissioner Gillian suggested that the WCMC survey neighboring communities to poll their reserve policies. There were no objections from Council members.

ENHANCED REVENUE OPTIONS

Chief Glinke presented a plan to increase fees for ambulance billing that potentially would increase revenue by \$60,000 to \$70,000 annually. Commissioner Gillian directed Chief Glinke to work toward the maximum fee allowable by Medicare. There were no objections from Council members.

Mr. O'Shea stated that the Village subsidizes trash/recycling collection at about \$87,000 per year. Council members declined to pass on additional garbage/recycling fees to residents at this time.

Mr. O'Shea discussed a sales tax referendum that the Village could work to place on the November 2004 ballot. He stated that money collected by the sales tax increase must be used to pay for public infrastructure and/or to relieve property tax burden. Mr. O'Shea stated that the ½% sales tax increase could raise 1.1 million dollars in one year and new money seen in F/Y 2005 could equal \$350,000. Mr. O'Shea stated that the Village could earmark roads streets, alleys, police and fire protection as projects that could be funded with this sales tax revenue. Commissioner Gillian stated that the sales tax increase can be compared to a "pass through tax" and added that the money would be a significant and stable revenue source. Commissioner Hosty stated that passing a sales tax referendum would be in the better interest of residents than would be lobbying for a property tax increase. Commissioner Steinbach stated that she doesn't see any other way to make infrastructure improvements, as there is no money available for that purpose in the operating budget. Commissioner Doolin stated that reducing the tax levy will not have the impact that improving infrastructure will have. Mayor Calderone stated that he supports a sales tax increase because one is not automatically hitting every property owner as an increase in property tax does.

LINE OF CREDIT

Commissioner Gillian stated that he continues to move forward with investigating a line of credit for potential future approval and implementation.

CONCLUSION

Mayor Calderone stated that the members of the Council have set a goal to be finished with this operating budget for F/Y 2004-2005 by May 1, 2004.

ADJOURNMENT

Commissioner Gillian motioned and Commissioner Steinbach seconded to adjourn the special budget meeting. The motion carried unanimously.

Mayor Calderone declared the meeting adjourned at 9:45PM.

Respectfully submitted,

Joan M. White
Village Clerk