

**THE SPECIAL MEETING OF THE COUNCIL OF THE  
VILLAGE OF FOREST PARK, COOK COUNTY, ILLINOIS  
HELD ON MONDAY EVENING JUNE 18, 2007**

Mayor Calderone called the meeting to order at 6:00 p.m.

**ROLL CALL**

Commissioners Hoskins, Curry, Hosty, Tellalian and Mayor Calderone answered the Roll Call.

Mayor Calderone stated that the sole purpose of this meeting is to discuss the budget for the fiscal year 2007-08.

Village Administrator, Michael J. Sturino gave an overview presentation. Mr. Sturino stated that the projected revenue in the proposed budget is \$21,377,741 and the projected expenses are estimated at \$21,221,370. Salaries comprise \$8 million of the expenses and salaries and benefits total \$11.35 million, which is about 52% of the total expenses.

Finance Director, Judy Kovacs, explained the tax levy process and stated that in December, 2006 we submitted our levy for the 2006 taxes. It is still not known if that number is approved. The Village would need to have a referendum if we levied more that 5% over the last year's levy.

Mr. Sturino asked whether the Council would mind if we skip forward to the Health and Safety Department section as Mr. Boyle has another commitment at 7:00. There were no objections.

**HEALTH AND SAFETY DEPARTMENT**

Commissioner Hosty asked what revenue is projected for the Roos project permits. Mr. Boyle stated that it is under \$100,000. Mr. Sturino stated that the \$525,000 revenue for public improvements is not in the budget because it will be a wash.

Commissioner Curry asked Mr. Boyle to further explain the office furniture that is budgeted. Mr. Boyle stated that this year we remodeled the clerical area and next year he would like to remodel the inspector's work spaces.

Mr. Sturino stated that we also plan to propose to the Village Council to include language in variance ordinances that all fees (including bill-backs) be paid before building permits or occupancy permits are issued.

Commissioner Tellalian asked whether there is any budget for work on the zoning code. Mr. Sturino stated that he has experience with zoning re-writes and he would expect to use in-house expertise at no extra charge to the Village.

Commissioner Tellalian stated that he noticed new line items for different types of permits and asked whether this is something new. Mr. Boyle stated that these permits have been budgeted in the past, however they haven't been broken out on separate lines and some have been moved around.

## **REVENUE**

Mr. Sturino stated that he has included proposed fee increases in the revenue assumption.

Commissioner Hoskins asked for an explanation on the telecommunications taxes, line 15. He further stated that we did not collect the proposed amount this year and we are increasing our estimated revenue for next year. Mr. Sturino stated that some of the telecommunication vendors are not paying us the correct amount of the tax. That is why we hired an auditor recently.

Commissioner Hosty asked whether the 911 tax is collected for cell phones according to billing address. Mr. Sturino stated that they are.

## **POLICE DEPARTMENT**

Commissioner Hosty asked whether we see overtime coming down now that the department is at full staffing level. D.C. Aftanas stated that we do, barring any injuries or long term illness.

Commissioner Tellalian asked whether we charge outside entities for police protection for their special events.

Mr. Sturino stated that we cover community wide events at no charge; however we try to use our auxiliary police. For events at one location, such as Wal-Mart, we do charge.

Commissioner Tellalian stated that he thinks it is appropriate to charge for police services.

Mayor Calderone stated that the Living Word Church does pay for Sunday traffic control services.

Commissioner Hosty suggested that it may be better to budget for more part-time officers in order to cut overtime. Mayor Calderone stated that although the department has a full roster, they will not be at full staffing levels for at least 6 months because we have 2 officers in the academy and once they come out, there will be field training. Commissioner Hosty asked to see a cost vs. benefit analysis of using part time officers more.

Commissioner Tellalian asked where the 1000 Beloit expenses are in the budget. Mr. Sturino stated that they are shown under public property.

Mayor Calderone asked what the effectiveness is of the canine unit. D.C. Aftanas stated that he believes the dog could be used more often. Mayor Calderone asked if we would be worse off without the dog. D.C. Aftanas stated probably not. There are many municipalities who do not have dogs. It is a benefit at a handful of times. Commissioner Tellalian suggested sharing the expense with other departments who depend on our canine unit. Mayor Calderone asked D.C. Aftanas to identify the annual cost, including the stipend – 100% of the cost and report back to the Council.

Mayor Calderone stated that the expense on line PD50 is for the trailer rental. That trailer has been rented for about 5 years because the department does not have enough work space. Mayor Calderone further stated that the Council will need to talk about expansion soon because we could be using that rental expense money for debt service or something else.

Commissioner Curry asked whether we could have our own gun range. D.C. Aftanas stated that would not be possible in the space that we currently have. We could purchase a portable range, but we have nowhere to put it. We currently use Oak Park and River Forest and Kendall County's ranges for free. The only expense we have is that we help them clean it up once a year.

### **COMMUNITY CENTER**

Community Center Director, Beverly Thompson, stated that we have 96 kids in our summer program, with three more starting tomorrow. We are competitive with other program fees in the area. The fees for the fall program will go up minimally.

### **FIRE DEPARTMENT**

Chief Glinke stated that the revenue for the VA contract is included in this year's estimate. We do not pay other departments or charge other departments for regular mutual aid. We do pay other departments for mutual aid on the VA site because we are collecting fees for protecting them. We mainly use Maywood and North Riverside at the Hines VA site.

Commissioner Hosty stated that he noticed a major jump in overtime. Chief Glinke stated that we have one department member who has been called to active military duty 3 times in the last 5 years. One day of overtime costs approximately \$800. This year we are scheduling a large amount of training on the Hines site to familiarize our staff with the 147 buildings on the grounds. The Hines property has a daytime population of about 15,000 people. The staff has been performing a building by building tour of the site. In addition, we have one member on maternity duty and who is performing much needed administrative duties. Mr. Sturino added that we do not have a light duty policy, but this is a special agreement with the firefighter's union.

Commissioner Hosty stated that there is a new fire truck in the budget and asked whether it would be possible to purchase a refurbished truck rather than a new truck. Chief Glinke stated that we have had bad experiences with used apparatus. We get 15 to 20 years on a

pumper and use a suburban purchasing coop through the West Suburban Municipal Conference to obtain the best prices. Chief Glinke further stated that the purchase of the new truck is dependent on the receipt of a \$200,000.00 grant. The balance of the truck will be paid in installments. Commissioner Tellalian stated that he would like to see us stretch out the length of time we use our vehicles. Commissioner Hoskins stated that he thinks we do an excellent job in keeping up our vehicles. The residents expect quick services and well-maintained equipment. Commissioner Hoskins further stated that he thinks it is important to have reliable equipment. Commissioner Hosty stated that if we get the \$200,000 grant and buy the engine, we would spend less than the \$33,000 in expected maintenance costs for the existing engine. Mayor Calderone stated that sometimes the information is limited. A clear example is in Public Works. We bought a truck in 1992 and that truck stayed in service, year round, until the fall of 2006. We have one fire truck that was purchased in 2003. Our two engines are 15 and 18 years old. The public works boom truck was used for 27 years. The only reason we had to replace it is because we could no longer obtain parts to repair it. Mayor Calderone stated that he thinks the departments do a good job to make their vehicles last.

Mayor Calderone asked whether a part time fire inspector is adequate to fulfill the department's goals. Chief Glinke stated that he found out today that this line item was cut by 25%. He further stated that he would like to move forward with that for now and feels that with the Hines contract we will be alright with \$30,000. We may need more in the 3<sup>rd</sup> quarter; however the cost is 50% less using a part-time vs. full-time inspector. Mr. Sturino stated that should the appropriated amount not be adequate, we will need to amend the appropriation ordinance later in the year (as done in the past).

Commissioner Hosty asked what the revenue is expected to be from Hines. Chief Glinke stated that the gross is \$384,000 and the net is \$261,000. Commissioner Hosty asked whether that includes the inspector. Chief Glinke responded that \$261,000 is the true net.

Commissioner Hoskins asked for an explanation on the \$30,000 budgeted for medical supplies. Chief Glinke stated that it is for a replacement monitor/defibrillator. With the addition of advanced life support on the fire engines, we have doubled our equipment needs. We need a defibrillator on the engine to be certified. The unit we are replacing is 10 years old. We plan to put the new unit on the ambulance and put the ambulance unit on the engine. Mayor Calderone asked how long the defibrillator units last. Chief Glinke stated that they last until they stop working, about 7-8 years.

Mr. Sturino stated that we are also recommending an increase in ambulance billing rates. The can be adjusted to meet the Medicare threshold. We budgeted \$230,000 last year. With a 6% increase, we can go up about \$15,000.

## **STREETS AND PUBLIC IMPROVEMENTS**

Mr. Sturino stated that the garbage figures on lines SP28-SP31 reflect the proposed fee increases.

Mr. Kutak stated that the street sweeper should be replaced. It is only 7 years old, however due to sweeping all winter, the sweeper has a shorter life span and increased maintenance costs. We spent \$12,000 last year on maintenance and expect to spend another \$10-12,000 this year, according to the fleet manager. If we purchase a new sweeper, we can get a longer life expectancy if we discontinue winter street sweeping. Mayor Calderone asked Mr. Kutak to do a comparative analysis on outsourcing the street sweeping services. Commissioner Hosty suggested using the \$10-12,000 we would spend on maintaining the sweeper this year for lease payments on a new machine. Mayor Calderone stated that he has a large network of Mayors and many other municipalities outsource the sweeping services resulting in maximizing a smaller work group. Commissioner Hosty stated that he would like staff to look at the possibility of leasing the sweeper. Mr. Sturino stated that staff would put together different scenarios showing a longer financing option, a shorter financing option and putting off the purchase for 1 year, leasing and outsourcing. Commissioner Tellalian stated that he would like the Village to try to stretch the life of our vehicles.

Commissioner Hosty asked what the man power situation is currently. Mr. Kutak stated that we are short 1 full-time employee due to the IMRF early retirement incentive, 1 full-time employee is out due to knee surgery for 4-6 weeks. The budget does not reflect replacing the retired employee, but we did hire 2 additional summer help workers through Labor Day. The extra summer help was approved by the union.

Mr. Sturino stated that the budget reflects the introduction of "Park, Pay and Go" technology for four or 5 municipal parking lots. Mayor Calderone stated that Public Works employee, Mike Raimondi, is putting together a report with regard to the existing meters, parts availability, etc. We may be able to use the parts from meters replaced by "Park, Pay and Go" for the other meters that will remain. Commissioner Hosty suggested using all permit parking in specified lots and then not allowing permit parking in the others in an effort to eliminate the need for meters or collection machines in the permit lots altogether.

Commissioner Tellalian expressed his concern about the Madison Street upgrades. He stated that the bricks should not be settling that much and that we should evaluate the sub-surface to see if the installation was done properly. Mayor Calderone stated that he would like to hear the engineer's opinion on the condition of the sub-surface.

Mr. Sturino noted that we received free paint from the light pole manufacturer. Mr. Kutak added that we would have to pay for outside labor to repaint the poles in place. Our staff is not able to repaint the light poles.

Commissioner Hosty stated that he thinks that crosswalks should be a priority. Mr. Sturino stated that staff is awaiting the recommendation from the Traffic & Safety Committee with regard to adding stop signs on Madison.

## **PUBLIC PROPERTY**

Mayor Calderone asked about the proposed salt dome and whether it was eliminated from the budget. Mr. Sturino stated that he would like to make a case for the need of a salt

storage dome. Mayor Calderone stated that he believes there is a lot of salt wasted due to being exposed to the elements. Mr. Kutak stated that there are property line questions that need to be answered before we can determine whether we have room for the dome, however we will definitely save on salt expense due to waste. Mr. Sturino asked whether the dome is portable. Mr. Kutak stated that we would need approximately a 150' by 150' space for a dome. Mayor Calderone stated that he would like to see the salt dome included in the budget

Commissioner Tellalian noted that he would like to see the vehicle purchases delayed one year if possible. In addition, he suggested using part of the \$75,000 earmarked for playgrounds to move the equipment at the Thomas and Adams tot lot to the east and to add parking on that lot with access from the alley.

## **WATER**

Mr. Sturino stated that the SCADA replacement has been spread over two fiscal years.

Commissioner Tellalian asked for an explanation of what line WF13-Regular Expenditures is. Mr. Kutak stated that we have one additional water operator salary included for Sal Stella.

Mayor Calderone asked what is included in the \$1,900.00 allocated for Community Relations. Mr. Kutak stated that he would report back on lines 22, 23 and 24 regarding community relations, postage and printing.

Commissioner Tellalian asked for an explanation on the easement charge to the village and the increase from \$600,000 to \$800,000. Ms. Kovacs explained that this is actually a transfer from the water fund into the general fund.

Commissioner Hosty asked why, if the rates have gone up, the water revenues are expected to go down. Ms. Kovacs stated that 11-12% is a normal rate of loss for a water system. Our system had a 17% loss. Mr. Sturino and Ms. Kovacs will research and report back to the Council.

Commissioner Tellalian asked for an explanation on the battery replacement plan. Mr. Kutak explained that the remote read meters have batteries that are expected to last up to 7 years. If the battery runs out, the mechanical meter can still be read and the battery replaced. The replacement plan is to change all the batteries over a 3 year span. There are currently 3,300 metered accounts.

## **PARKING**

Mr. Sturino stated that this budget includes technology and equipment to install pay stations in six municipal parking lots as well as \$100,000 allocated for acquisition of property (over the grant amount). Commissioner Curry asked whether the property acquisition would be discussed in closed session on June 25. Mayor Calderone confirmed that it would. Mr. Sturino stated that the park and pay machines will be held pending further research and discussion.

## **VEHICLES**

Mr. Sturino stated that we will gather more information on the street sweeper and the purchase of the fire truck is dependent on receiving a grant.

Commissioner Hosty asked whether the Health and Safety vehicle is for Director Boyle. Mr. Sturino stated that originally that vehicle was slated for a rental inspector and has been eliminated. Ms. Kovacs stated that the \$345,000 shown on the vehicle requests sheet has already been committed to. It was noted that the police department is moving away from the Crown Victoria to the Dodge Charger. Mayor Calderone stated that the police department is also getting away from purchasing vehicles "just because" and now are using a mileage criterion for replacements. Mayor Calderone stressed that we need to develop policies and promote better care of our vehicles by employees. Mr. Sturino stated that this issue will be discussed at the staff meeting.

## **SALARY ORDINANCE**

Mr. Sturino stated that the Salary Ordinance in the budget packet is the current ordinance that was approved effective May 1, 2006.

## **REVENUE ENHANCEMENTS**

Mr. Sturino gave a power point presentation regarding ideas for enhancing revenues. One of the ideas is to increase garbage fees. Mr. Sturino stated that he spoke with the waste hauler and they said that cutting service would not save much overall. Commissioner Hosty stated that he has no interest in decreasing the level of garbage service to the residents. Mayor Calderone asked whether any of the commissioners were interested in continuing the garbage subsidy by the Village at the current level. Commissioners Hosty and Tellalian stated that they were not interested at this rate. Mr. Sturino stated that Karen Rozmus, recycling coordinator for the Village of Oak Park and Forest Park resident, stated that if we raise rates, it will raise awareness and a higher volume of recycling will result. Commissioner Hosty suggested raising rates to \$10.00 in July, 2007, \$12.00 in January, 2008 and \$14.00 in 2009. Commissioner Curry concurred with Commissioner Hosty.

## **NEXT MEETING**

It was agreed that the next budget workshop meeting will be held on Monday, July 2, 2007 at 6:30 p.m.

## **ADJOURNMENT**

There being no further business to be addressed, Commissioner Curry motioned to adjourn the meeting. Commissioner Hosty seconded the motion. The motion carried.

Mayor Calderone declared the meeting adjourned at 10:23 P.M.

Respectfully submitted,

Vanessa Moritz, **Village Clerk**