

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
Committee of the Whole
February 25, 2017

President Weppler called to order a Committee of the Whole at 8:20 a.m. in the Village Hall, 118 W. Cook Avenue, Libertyville, Illinois. Those present were: President Terry Weppler, Trustees Donna Johnson, Richard Moras, Jay Justice, Scott Adams, Peter Garrity, and Patrick Carey. All Village department heads were also in attendance.

BUDGET OVERVIEW

Village Administrator Chris Clark introduced the budget workshop, noting that the draft budget was a 90% level document and was open for suggestions. He added that there would be opportunity to review special funds, administration, finance, personnel, and pre-final follow up items at a meeting on Tuesday, March 7, 2017.

Included in the overview were the following:

- Financial Summary – a strong, healthy financial condition
- Total Expenditure - \$69.4 million and Total Revenue - \$56.8 million
- Focus on reducing debt
- General Fund - \$28.9 million as recommended is in a balanced position
- General Fund Balance – anticipated April 30, 2018 is \$12.6 million (43.7%)

KEY GENERAL REVENUES

- Sales Tax – projected at \$7,575,000
- Income Tax - \$2,051,815 subject to State take-backs
- Illinois Use Tax - \$513,970
- Libertyville Fire Protection District - \$2,912,201
- Recreation Fees - \$748,000
- Electric Utility Tax - \$1,285,000
- New Places for Eating Tax - \$750,000
- Ambulance Fees - \$800,000
- Cable Franchise Fees - \$460,000
- Telecom Infrastructure Maintenance Fees - \$835,000
- Property Taxes – approximately \$6.7 million of the total \$7.9 million property tax levy draw; the \$6.7 million general fund property tax revenue is up \$226,195 over the prior year, which is a source for police/fire pension funding catch-up, but future increases are at risk with State Property Tax Reform Legislation
- Overall total revenues in the General Fund are approximately \$28.9 million

KEY GENERAL FUND EXPENDITURES

- Salary and pension/benefit costs - \$20,593,320
- Enterprise funds and special funds - \$4,410,892
- Total for 162 full-time employees' salaries and pension/benefits - \$23,879,287
Two full-time parks positions were replaced by contract services (\$80,000). Two new positions were proposed:

A Village-wide Facility/Asset Manager - \$95,000 and
A Golf Range/Pro Shop Supervisor - \$71,252

Finance Director Patrice Sutton presented a Capital Program snapshot. The Village is proposing to invest over \$14.4 million in major capital improvements and investments that will improve the community:

- Roads
- Water/Sewer Mains
- Storm Sewers
- Sidewalks
- Bridge Repairs
- Public Building Investments
- Remodeled Train Station with Outside Agency Funding Contributed
- Park/Sports Complex Improvements

Director Sutton continued with a summary of outstanding debt.

Bonds

- General Obligation: \$22,180,000 originally issued; principal remaining - \$18,960,000; interest remaining - \$5,012,135
- Sports Complex Alternate Revenue: \$18,655,000 originally issues; principal remaining - \$16,250,000; interest remaining - \$5,807,023
- Water/Sewer Alternate Revenue: \$14,815,000 originally issues; principal remaining - \$13,240,000; interest remaining - \$3,367,314

Other Debt Obligations

- TIF Note: originally \$5,000,000; \$5,000,000 outstanding
- Capital Leases: originally \$1,125,058; budgeted payments of \$168,705 budgeted in 2017-2018

FIRE DEPARTMENT SUMMARY

Fire Chief Rich Carani presented a summary of the 2017-2018 budget for the **Fire Department**. Included in the summary were:

- 2017-2018 Goals
- 2016 Statistics – 4,276 calls for service
- Possible service out of Station 3 for Rockland Fire District
- Estimated Revenues - \$4,121,600
- Core Services Expense Overview - \$7,995,858
- Budget Highlights
 - Dispatch Agreement update
 - Capital Requests
 - Pension Investment
 - MABAS Division dues
 - Condell paramedic assessment
 - Vehicle replacements
 - Emergency Management Agency
 - Foreign Fire

Emergency Telephone Systems Board

POLICE DEPARTMENT SUMMARY

Police Chief Clint Herdegen presented a summary of the 2017-2018 budget for the **Police Department**. Included in the summary were:

- 2017-2018 Goals
- 2016 Statistics – 33,483 calls for service
- Core Service Expense Overview - \$9,010,439
- Budget Highlights
 - Facility Security
 - Joint Training Exercise
 - Inspection Software
 - Elimination of ETSB Fund

MAINSTREET LIBERTYVILLE FUNDING REQUEST

President Weppler explained that MainStreet Libertyville was asking for the same support as in the past. Their request will appear on the next meeting agenda.

RECREATION/SPORTS COMPLEX SUMMARY

Director of Recreation and the Sports Complex Connie Kowal presented a summary of the 2017-2018 budget for the **Recreation Department**. Included in the summary were:

- 2017-2018 Goals
- 2016-2017 Estimated Statistics
 - 16,025 Recreation Program Participants
 - 2,325 Summer Day Camp Participants
 - 35,500 Total Pool Usages
 - 1,155 Swim Lesson Participants
- Core Service Expense Overview - \$2,592,269
- Budget Highlights
 - Increased teen traveler staffing
 - Adler Lodge kitchen renovations
 - Custodial Contract Increase
 - Increased transfer to the LSC

Libertyville Sports Complex

- 2017-2018 Goals
- 2016-2017 Estimated Statistics
 - 82 Adult softball teams
 - 55 Adult soccer teams
 - 96 Youth soccer teams
 - 1,123 Health Club Memberships
 - 160 Birthday Parties
- Core Service Expense Overview - \$4,176,611
- Budget Highlights
 - Transfer from the General Fund - \$1.19 million
 - Transfer from the Park Improvement Fund - \$225,000

Custodial contract increase
Capital Improvements
Golf Learning Center

COMMUNITY DEVELOPMENT SUMMARY

Director of Community Development John Spoden presented a summary of the 2017-2018 budget for the Community Development Department. Included in the summary were:

- 2017-2018 Goals
- 2016-2017 Projected Statistics
 - 1,000 Zoning Reviews
 - 780 Zoning Certificates Issued
 - 46 Staff Reviews of Appearance Proposals
 - 14 Appearance Proposals Awarded
 - 300 Meetings regarding projects
- Core Service Expense Overview - \$2,173,333
- Business District Improvement Program
- Economic Development Incentives
- Tourism and Dining Promotions
- Public Buildings Maintenance and Improvement
- Comprehensive Plan Update

PUBLIC WORKS SUMMARY

Director of Public Works Paul Kendzior presented a summary of the 2017-2018 budget for the Public Works Department. Included in the summary were:

- 2017-2018 Goals
- General Fund Core Services Expense Overview - \$2,399,728
- Water/Sewer Fund Core Services Expense Overview - \$13,544,624
- Snow Removal and Ice Control – Extension - \$150,000; permanent structure - \$350,000
- Master Storm water Plan - \$275,000
- Water Fund Water Purchase from CLCJAWA \$2,200,000
- Water/Sewer Capital Improvements - \$1,000,000
- Wastewater Treatment Plant Improvements
 - Headwork Improvements - \$600,000
 - Sludge Storage Tanks Rehabilitation - \$437,400
 - Chemical Phosphorous Removal - \$1,125,000

Park Improvement Fund

Adler Park Playground Equipment - \$200,000
Hockey Rink Relocation - \$362,500

Commuter Parking Fund

Annual Road Rehabilitation Program - 5.5 miles at \$3,500,000
EAB Removal – 1,100 trees

REQUESTS NOT FUNDED

Administrator Clark reviewed a list of unfunded requests including:

Fire Department

- Training Officer – estimated \$185,000
- Fire Station #2 Roof – estimated \$50,000

Public Works

- Salt Dome (in lieu of salt bin extension)
- WWTP Consolidation Study - \$50,000

Community Development

- Elimination of \$875 enclosure fee for restaurants - \$7,000
- Economic Development Commission request of additional dining promotion - \$30,000

Village-wide

- Chair replacements - \$25,000

The Board had a discussion regarding the Utility Tax and the impact on residents with fixed income. Trustee Moras stated that although this tax was instituted as an emergency measure, it remains in place due to the uncertainty of State funding.

ADJOURNEMENT

With no further business to come before the Committee of the Whole, the Mayor asked for a motion to adjourn and continue the budget discussion on March 7, 2017. Trustee Johnson moved to adjourn to Tuesday, March 7, 2017 at 7:00 p.m., Trustee Garrity seconded, and the motion carried on a unanimous voice vote at 1:35 p.m.

Respectfully submitted,



Christopher D. Clark
Deputy Village Clerk