



VILLAGE OF WILMETTE

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**MINUTES OF THE COMMITTEE-OF-THE-WHOLE MEETING OF THE
PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF
WILMETTE HELD ON MONDAY, OCTOBER 15, 2012 AT 7:30 P.M.
IN THE SECOND FLOOR TRAINING ROOM OF THE
VILLAGE HALL, 1200 WILMETTE AVENUE, WILMETTE, ILLINOIS.**

Members Present:

President Christopher S. Canning

Trustees
Mike Basil
Bob Bielinski
Cameron Krueger
Ted McKenna
Alan Swanson
Julie Wolf

Members Absent: None

Staff Present:

Timothy Frenzer, Village Manager
Kathleen Gargano, Assistant Village Manager
Bob Amoruso, Finance Director
John Prejzner, Assistant to the Village Manager
Alex Cease, Assistant to the Village Manager
Donna Jakubowski, Public Works Director
Brigitte Mayerhofer, Engineering Director
Kathy Katz, Special Assistant to the Village Manager

I. Call to Order

President Canning called the meeting to order at 7:37 p.m.

II. Review of General Fund Cash Flows

Finance Director Bob Amoruso presented the projections for the General Fund revenues. Mr. Amoruso stated that while many of the revenues are increasing, the levels are still well below their pre-recession numbers. At 7:40 p.m. Trustee Basil arrived. President Canning asked when the board last reviewed license fees.

Kathleen Gargano, Assistant Village Manager, stated that staff continuously reviews and makes recommendations to the Board as needed.

Trustee Bielinski asked whether some of the projections for 2013 are too conservative and if they should be increased to relieve some pressure off the tax levy. Mr. Amoruso stated that income tax, which is a significant portion of the Village's revenue, is always threatened to be cut by the state. Additionally, other revenue sources, such as the real estate transfer tax and permit fees, can be increased but that would have to assume continuous growth. Mr. Amoruso recommended if revenue projections are increased, and the tax levy decreased as a result, that major expenditures wait until the second half of the year to determine whether the revenue projections are on track. Discussion ensued.

Mr. Amoruso presented the projections for the General Fund expenditures. Ms. Gargano provided a summary of the personnel expenses, noting that the Village realized significant savings in 2012 due to reorganizations and retirements and the 2013 staffing levels will be at their lowest levels in many years.

Ms. Gargano presented several budget items of interest.

Mr. Amoruso presented the 2013 funding amounts for the engineering road improvement programs and their funding sources. Mr. Amoruso stated that \$1 million of funding for the alley improvements will be included in the proposed bond issue for sewer improvements.

III. Discussion of 2012 Proposed Property Tax Levy

Staff is projecting a 3.48% property tax levy increase from the 2011 rate. Of that 3.48% increase, 2% is due to general operations and 1.48% in existing debt service.

The Board reached a consensus on a 2012 property tax levy increase of 3.48%.

IV. Review of Water and Sewer Fund Cash Flows

Mr. Amoruso presented the cash flows for the water and sewer funds. Mr. Amoruso stated that staff is proposing issuing an \$11.7 million bond issue for major sewer improvements to be completed in 2013-2015. Mr. Amoruso stated that staff projects no residential water and sewer rate increase in 2013. Brigitte Mayerhofer, Director of Engineering, provided an overview of the proposed sewer improvement projects and the impacts on flooding as a result of the completion of the projects. Discussion ensued.

Trustee McKenna asked how the water and sewer rate would be affected in future years if the bond is issued. Mr. Amoruso stated that it depends on future capital improvements, debt service, and other factors. Mr. Amoruso stated that the bond issue can be included in the budget but the Board can decide at a later date not to proceed. The Board reached a consensus to build the bond issue into the budget

but requested more information on the future impact. Mr. Amoruso stated that more information will be presented before the budget is formally approved by the Board.

V. Review of Parking Meter Fund

Mr. Amoruso presented an overview of the parking meter funds. Mr. Amoruso stated that no parking fee increases are projected for 2013.

VI. Adjournment

President Canning, the Village Board, and staff all recognized Mr. Amoruso for his long dedicated service to the Village throughout his years and noted that Mr. Amoruso will be retiring from his position this year.

Trustee Basil moved to adjourn the meeting, seconded by Trustee Wolf. The motion was approved 7-0 by voice vote. The meeting was thereafter adjourned at 9:44 p.m.

Respectfully Submitted,

John Prejzner
Assistant to the Village Manager