



1200 Wilmette Avenue  
WILMETTE, ILLINOIS 60091-0040

**MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD  
OF TRUSTEES OF THE VILLAGE OF WILMETTE, ILLINOIS HELD IN THE  
COUNCIL ROOM OF SAID VILLAGE HALL, 1200 WILMETTE AVENUE,  
WILMETTE, ILLINOIS ON TUESDAY, JULY 23, 2019.**

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The Village President called the meeting to order at 7:01 p.m.

**1.0 ROLL CALL**

President                      Bob Bielinski

Trustees                      Daniel Sullivan  
                                     Gina Kennedy  
                                     Joel Kurzman  
                                     Peter H. Barrow  
                                     Senta Plunkett

Absent                         Trustee Kathy Dodd

Staff Present:                Timothy J. Frenzer, Village Manager  
                                     Michael Braiman, Assistant Village Manager  
                                     Jeffrey Stein, Corporation Counsel  
                                     Barbara Hirsch, Deputy Village Clerk  
                                     John Prejzner, Assistant Director of Administrative Services  
                                     John Adler, Director of Community Development  
                                     Kyle Murphy, Chief of Police  
                                     Ben Wozney, Fire Chief  
                                     Melinda Molloy, Finance Director  
                                     Peter Skiles, Director of Administrative Services  
                                     Brigitte Berger-Raish, Director of Engineering & Public Works  
                                     Guy Lam, Deputy Director of Engineering & Public Works  
                                     Dan Manis, Village Engineer  
                                     John Risko, Assistant Finance Director

**2.0 PUBLIC COMMENT**

President Bielinski deferred Public Comment until 7:30 p.m.

### **3.0 CONSENT AGENDA**

Trustee Sullivan moved approval of the Consent Agenda as follows:

- 3.1** Approval of minutes of the Regular Board meeting held July 9, 2019.

#### **LAND USE COMMITTEE CONSENT AGENDA**

- 3.2** Presentation of minutes of the Appearance Review Commission meeting held June 3, 2019.
- 3.3** Presentation of minutes of the Zoning Board of Appeals meeting held June 5, 2019.
- 3.4** Presentation of minutes of the Zoning Board of Appeals meeting held June 19, 2019.
- 3.5** REQUEST TO TABLE TO SEPTEMBER 10, 2019 REGULAR VILLAGE BOARD MEETING - Zoning Board of Appeals Report, Case #2019-Z-16, 300 Greenleaf Avenue regarding a request for a 43.54' front yard setback variation to permit the retention of playground equipment in accordance with the plans submitted.
- 3.6** Appointment of Land Use Committee as a Special Zoning Committee to review Use Regulations in Village Commercial zoning districts.

#### **FINANCE COMMITTEE CONSENT AGENDA**

- 3.7** Approval of June 2019 Monthly Financial Report.
- 3.8** Approval of contract in the amount of \$112,695 with Raftelis, Charlotte, NC for implementation of a stormwater utility fee.

#### **ADMINISTRATION COMMITTEE CONSENT AGENDA**

- 3.9** Reappointment of Carlo Cavallaro to the Electrical Commission from August 1, 2019 to August 1, 2023.
- 3.10** Approval of designation of Reinhard Schneider as Chair of the Zoning Board of Appeals.
- 3.11** Recommendation of appointment of Maria Choca Urban to the Zoning Board of Appeals from August 2, 2019 to August 2, 2024 - Waiver of rules; Appointment of Maria Choca Urban to the Zoning Board of Appeals from August 2, 2019 to August 2, 2024.

**MUNICIPAL SERVICES COMMITTEE CONSENT AGENDA**

- 3.12** Presentation of minutes of the Municipal Services Committee meeting held November 27, 2018.
- 3.13** Approval of contract supplement No. 2 with Christopher B. Burke Ltd., Engineering Ltd., Rosemont, IL in the amount not to exceed \$686,552 for additional engineering and construction services associated with the Neighborhood Storage Project (NSP).
- 3.14** Approval of contract in the amount not to exceed \$48,743 with Graybar Electric Co., Inc., Glendale Heights, IL for purchase of 18 street light poles, 14 aluminum arms and 15 LED luminaire heads.
- 3.15** Approval of 17-month contract at the unit prices set forth in the proposal dated June 11, 2019 with Muzik Mechanical Partners, Inc., Highland Park, IL for preventative maintenance, demand hourly services and emergency repairs of HVAC equipment located at all Village facilities.

Trustee Kennedy seconded the motion. Voting yes: Trustees Sullivan, Kennedy, Kurzman, Barrow, Plunkett and President Bielinski. Voting no: none. The motion carried.

**4.0 REPORTS OF OFFICERS:**

- 4.1** Adoption of Resolution #2019-R-8 commemorating the contributions of Barbara L. Hirsch.

President Bielinski read aloud the Resolution.

Trustee Barrow moved adoption of Resolution #2019-R-8 commemorating the contributions of Barbara L. Hirsch, seconded by Trustee Kurzman. All voted aye, the motion carried.

Village Manager Timothy J. Frenzer thanked Barbara Hirsch for her dedicated service to the Village and presented her with the Resolution and a gift of appreciation.

- 4.2** Announcement of appointment of William Bradford as Chair of the Plan Commission.

President Bielinski announced the appointment of William Bradford as Chair of the Plan Commission.

**5.0 REPORT OF LIQUOR CONTROL COMMISSIONER:**

No Report

## **2.0 PUBLIC COMMENT**

President Bielinski returned to Public Comment and asked if there was anyone present to address the Village Board on an item that was not on the agenda.

Faith Bugel, 1004 Mohawk, said she is very concerned about the removal of the cottonwood trees at the Community Playfield. She believes the trees are a precious, environmental resource and asked that the trees be saved.

Gracie Rickard-Bugel, 1004 Mohawk, said as students of Highcrest Middle School, they are already losing trees and green space due to construction. She believes it would be more harmful to lose more trees around the school.

Lily Rickard-Bugel, 1004 Mohawk, said greenspace is helpful for learning and reducing stress.

Raji Shah said she is concerned about the trees being removed at the Community Playfield and asked that the trees be saved as they provide shade and kids enjoy playing around them.

Van Economon, 601 Hunter Rd, said he lives nearby and would like to voice his disapproval to remove the trees.

Eileen Engelhard, Pomona Lane, asked that the trees not be removed and that a different alternative be used. She does not believe more soccer fields are needed for the area and many people use the area now for relaxation and play.

Lauren Engelhard, Pomona Lane, said she lives near the cottonwood trees and has many memories attached to them. She noted that there is a petition that was submitted to the Village Board urging them not to have the trees removed and read some of the comments on the petition.

Charlotte Adelman, 232 Lawndale, said she does not believe Wilmette wants to be in the position of exacerbating global climate change by cutting down a whole grove of trees. She also noted that removing the trees would cause a decline in birds and butterflies. She asked the Village Board to save the cottonwood trees.

Adi said he was going to be a sixth grader at Highcrest School. He believes it does not make any sense to cut down the trees for soccer fields as they provide shade.

Martha Hellander, Thornwood Avenue, provided information on cottonwood trees regarding their cultural role in American history. She asked that they save the cottonwood trees.

Praj said she recently moved to Wilmette and enjoys the Community Playfield. She believes there will be impacts to the neighborhood with the destruction of the cottonwood trees. She asked that the Village Board please save the trees.

Brij said he is a resident of Wilmette and enjoys the trees immensely at the Community Playfield. He said cutting down healthy trees will affect the climate and is not a solution. He asked that the trees be saved.

Rick Prohov, 2435 Pomona Lane, said he created the petition that was presented to the Village Board. He is not insensitive to the flooding issues and is not trying to block efforts to establish resilient infrastructure to climate change increasing stormwater. He noted that there will be a rally in the park this coming weekend to save the trees.

Jeff Sacks, 2412 Meadow Drive, said Wilmette has had Tree City USA status since 1983 and asked if we are effectively managing our public tree resources.

Faye Jacobs, Pomona Lane, said she has seen residents and pets enjoy the cottonwood trees in Wilmette Community Playfield. She does not understand why a grove of trees would be cut down to provide an extra soccer field and urged the Village Board not to cut down the trees.

Debbie Viktora, 2341 Pomona Lane, said the Community Playfield is used year round by residents and wildlife. She read some comments from the petition that was circulated, supporting keeping the cottonwood trees. She noted there are less expensive options for stormwater storage in the park.

Mr. Reddy said he is a resident of Wilmette and believes the Village Board cares about trees as they have approved a plan for alternative storage areas. He does not believe the Park District is aware of the opposition to removing the cottonwood trees. He said it is hard to teach children to save the planet but then cut down 32 trees in a park.

Elise Mawrence said nothing can replace the presence of the large cottonwood trees and urged the Village Board to save the trees.

Mr. Mawrence said he thinks the trees are comforting and provide oxygen, shade and beauty.

President Bielinski stated there were no more residents wishing to express public comment.

President Bielinski said there were some people that raised concern that the installation of a stormwater tank in the Community Playfield would lead to localized flooding. He asked Darren Olson from Christopher Burke Engineering to respond to the comments.

Mr. Olson said the proposed reservoir is designed to fill by gravity so as the storm sewers on the west side of the Village fill, that water will back up into the underground storage tank. As capacity exists in the storm sewer after a storm event, the water will then slowly come back out again into the storm sewer system. This system is designed for a certain amount of rainfall and when that is exceeded, that rainfall will accumulate in the streets to a lower elevation for a shorter period of time than it does now. Under no condition would flooding be worse, it will always be lower with project because we are storing so much of the water.

President Bielinski thanked all the residents for coming to the meeting this evening. He noted that throughout the stormwater evaluation process, the Village has gone above and beyond in terms of trying to solicit feedback from residents. The Park District has not made a final decision on the subject, they will be discussing the matter in meetings in August. The Park District will first have to reach agreement on a Memorandum of Understanding with the Village and then we can move forward with design work and enter into a formal Intergovernmental Agreement that will be approved by both the Village and the Park District Boards. The Village Board is aware of the concerns expressed by residents this evening, and in response did ask it's engineers, at a cost, to offer alternative designs and those designs were presented to the Park District Board who will make a decision on the matter.

## **6.0 STANDING COMMITTEE REPORTS:**

### **6.1 LAND USE STANDING COMMITTEE REPORT**

- 6.11** Zoning Board of Appeals Report, Case #2019-Z-19, 624 Elmwood Avenue regarding a request for a 396.42 square foot (4.72%) total floor area variation a 9.54' rear yard stair setback variation to permit the construction of an exterior stairway in accordance with the plans submitted.

Trustee Barrow moved to approve a request for a 396.42 square foot (4.72%) total floor area variation a 9.54' rear yard stair setback variation to permit the construction of an exterior stairway in accordance with the plans submitted, seconded by Trustee Sullivan.

John Adler, Director of Community Development, reviewed the request and the Zoning Board findings of fact.

Trustee Kennedy asked what the hardship was for the request.

Mr. Adler said the applicant would address the hardship but he believes it was stated in the report that the shape of the lot was the hardship.

Trustee Plunkett asked when the house was built.

Mr. Adler said the home was built in 1921 per the applicant.

Trustee Kennedy asked if the Village had regulations regarding roof top decks.

Mr. Adler said the Village does not have regulations regarding roof top decks for an attached garage.

Dina Bahr Maher and John Maher said they are asking for a variation for an exterior stairway. They have been using the deck but accessing it through a window. She noted that their neighbors do not have a problem with the proposed staircase. They originally asked for the staircase when they built the garage but due to an issue of moving the garage to accommodate the neighbor, the architect neglected to include access to the rooftop desk. She noted that there is no sunlight in their backyard and would like to grow flowers and herbs on the rooftop deck but they need a staircase to access to the deck.

Trustee Sullivan said he was on the Zoning Board when this case came before them. He remembers that the deck was pulled from the garage variation request and now it is coming back for another variation request.

Ms. Maher said the neighbor complained when they were building the garage in 2011 so they redesigned the garage with the deck but the staircase access was not included.

Trustee Sullivan said he remembers that the Zoning Board agreed that the shape of the lot was difficult and the lot needed a garage and were willing to grant a variation to get the cars off the street and the neighbor had some issues. His recollection and the Zoning Board minutes reflect that the deck was pulled from the request.

Ms. Maher said the architect handled the request and that was not her intention, she wanted the deck and staircase included in the previous request.

Trustee Sullivan asked what the hardship is for the request.

Ms. Maher said the hardship is they have no usable yard because of the shape of lot.

Trustee Kennedy said the applicant has a yard, it is just in deep shade and that is not uncommon in Wilmette. She does not believe it is considered a hardship to have a shady yard.

Trustee Plunkett asked if they were discussing the rooftop deck or the staircase.

Trustee Sullivan said he has no problem with the deck, the Zoning Board at the time was charged with reducing any variations and at the time of the garage request in 2011, they reduced the variation by not granting access to the roof top deck and just approving a garage. Today they are being asked to approve a variation to grant access again to the deck.

Ms. Maher said the original request had a stairway to the deck but they moved the garage to accommodate the neighbor and that caused a larger variation so the architect removed the staircase without her knowledge.

Mr. Maher reviewed a diagram of the proposed staircase. The neighbors do not have a problem with the proposed plans, they have a letter from the neighbors stating they do not have a problem.

Trustee Plunkett noted that the applicant has a 20 by 20 foot garage. She asked when we changed the Zoning Ordinance to allow a 20 by 22 foot garage.

Mr. Adler said the Zoning Ordinance was changed in 2014 to allow a 20 by 22 foot garage.

Trustee Plunkett said if the applicant came before us today, we probably would grant the larger sized garage and the increased FAR which would be comparable to the staircase.

Trustee Sullivan said in 2011 the Zoning Board minimized the variation request for the garage as they are required to follow the Zoning Ordinance and he noted that moving the garage was not the applicant's first choice but the request was granted.

Trustee Kennedy asked why the applicant was asking for the staircase now if the garage and deck were built in 2011.

Ms. Maher said she was not aware the staircase was not included in the variation request as the architect handled the variation and appeared before the Zoning Board. Once the garage was completed, she asked the architect where the staircase access was and he said

he was sorry but he did not ask for the staircase. She has tried to live with it and they have been using the deck but it has been difficult. She said her priority at the time was to finish the construction on the home.

President Bielinski noted there was no one present to speak for or against the request.

President Bielinski asked the Trustees if they were leaning for or against the request.

Trustee Barrow said he stood in the backyard of the property today and he is convinced that it is an unusual shape, it is a yard that isn't really usable and the use of the deck is probably the most appropriate use for their backyard. To access the deck by crawling through a window is not very pleasant. The variance that they are asking for now needs to be our focus and the case before us has a small request that is supported by the neighbors. He believes it is the appropriate use and the best use for that back yard and will support the request.

Trustee Sullivan said it is a minimal request and probably the right access for the deck but there is no hardship in his mind for going outside of our ordinance for this, as minimal as it is. It is an irregular lot but we gave them a variance to get parking off the street and he does not see the hardship in granting this FAR request to further increase the over allowance.

President Bielinski said he is torn regarding the request because you are definitely weighing the amount of hardship as the irregular lot yields some hardship. The question is how much hardship is that relative to the amount of the variation the applicant should get and is that enough hardship to allow for this extra variance or not. He agrees with Trustee Barrow that this is not that big of an ask and the neighbors' concern has been addressed.

Trustee Plunkett said this FAR request is an open staircase, visually it is not an addition, you can see through it and does not affect impervious surface. She believes you can make a distinction between an addition that adds a solid footprint versus this open staircase. She also thinks that if they had asked for a garage today, because of our new zoning code, we probably would have allowed the garage to be larger than we did and she thinks that would have been a significant impervious surface impact and the staircase does not seem to be that big of a deal.

Trustee Kurzman said even without Trustee Sullivan's information, which he found very helpful, he saw the history of variance requests for this property and he disagrees with Trustee Barrow that it is all about here and now. He thinks context is important and he is concerned about the prospect of variances begetting variances and the information from Trustee Sullivan solidifies that. He does not agree that we would grant a larger garage in this instance and the hardship is not there for him.

Trustee Kennedy said she is really torn because Trustee Plunkett's point is well taken about it being an open staircase that doesn't really change the impervious surface so it doesn't have the same impact on the structure and appearance that a solid structure would. At the same time, she is troubled by the idea of having a shady yard is a hardship. She doesn't think it is the irregular lot that is the problem, it is the lack of sun on the lot, there is sun on the deck and they would like to have access to the deck. She said lots of people in Wilmette live in shady yards and we are proud to have a semi-forested Village. She is concerned about setting a precedent with the request.

President Bielinski noted that the applicant may not have the required votes to approve the request this evening. He asked the applicant if they would like to table the request to the next Village Board meeting when there is a full Village Board present.

Ms. Maher said she would like to request that they table the application to the next Village Board meeting.

Trustee Barrow moved to table the request to the August 27, 2019 Regular Village Board Meeting, seconded by Trustee Kennedy.

Voting yes: Trustees Sullivan, Kennedy, Kurzman, Barrow, Plunkett and President Bielinski. Voting no: none. The motion carried.

## **6.2 FINANCE STANDING COMMITTEE REPORT**

### **6.21 Fiscal Year 2019 Mid-Year Financial Review**

Village Manager Michael Braiman said the Presentation Summary this evening will include:

- Fiscal Year 2019 budget performance and 202 General Fund projections
- Fiscal Year 2020 CIP Projects (non engineering)
- Projected property tax levy for the operating portion of the Fiscal Year 2020 levy
- Projected water and sewer rates for Fiscal Year 2020

Ms. Molloy reviewed the 2019 General Fund (PowerPoint attached) noting that she expects revenues to be up about \$145,000 from projected when the budget was approved. Revenues are exceeding budget due to non-recurring building permits, income tax and interest income exceeding projection. Sales tax, recurring building permits and real estate transfer tax are performing under budget. Expenditures are projected to exceed budget due to nearly \$300,000 in unbudgeted engineering program improvements. Also a special assessment of \$215,000 to the North Suburban Employee Benefit Cooperative is anticipated as a one-time payment.

Ms. Molloy said the reserve is still very healthy as we talk about the 2020 Budget projects to spend down the reserve by \$200,000.

Mr. Braiman reviewed the 2020 CIP and noted the following projects would be funded as the budget allows in the following order of priority:

- Roofing – Public Works
- Server Room Configuration – Administrative Services
- Comprehensive Plan – Community Development
- Carpeting Replacement – Village Hall
- Garage Ramp Replacement – Village Hall
- Garage Floor Rehab – Fire
- Garage Floor Coating – Public Works
- Interior Floor Refinishing – Public Works
- Historic Resources Survey – Community Development

Mr. Braiman also reviewed the 2020 CIP-CERF project and said the following projects, totaling \$1,437,500 are recommended in 2020 to be funded through the General Fund CERF:

- Fire SCBAs
- Police Squads
- Large Dump Truck
- Ambulance
- Phone System Replacement
- Pick-Up Truck
- Sidewalk Snowplow
- Pick-Up truck
- Council Chambers AV
- Utility Vehicle

In preparation of the FY 2020 Budget, the Finance Committee and Village Board have completed the public safety pension funding

review which will implement a new 15-year open amortization schedule for FY 2020. A portion of the CIP, an important first step in formulating the 2020 budget, was presented this evening. Staff has completed its preliminary FY 2020 budget and initial projections will be reviewed tonight. Additional Village Board discussions in August and September will be required regarding funding of the engineering program and water and sewer rates.

In regard to FY 2020 Revenues, the change in State law will increase sales tax collections for online purchases, the impact is unknown. Staff will be conducting a detailed review of sales tax receipts in July and August. Additional sales tax from Edens Plaza is not anticipated until FY 2021. The State's increase of the Motor Fuel Tax (effective July 1<sup>st</sup>) will result in an estimated \$492,000 of additional MFT revenue to the Village, this is a 77% increase in MFT revenues which will be dedicated to the road program. There will be no increases to vehicle stickers, building permits, ambulance fees, or refuse fees are anticipated. The projection for the 2020 Budget will be an increase of approximately \$734,765 which is a 2.5% increase.

Ms. Molloy reviewed pensions noting that IMRF reduced their assumed rate of return from 7.5% to 7.25% so that increased costs for all municipalities. The Police and Fire projection is based on the transition to a 15-year open amortization schedule, \$200,000 of reserves are projected to reduce the impact on the tax levy.

The tax levy parameters are the General Operating expenses, Pension expense and Debt. The projection does not include any additional dollars for the annual road program which will be discussed in September. The projected increase in the 2020 tax levy is 4.9% which is approximately \$90 on the average tax bill at this time.

Ms. Molloy moved onto the Water Fund noting that water consumption is down which means revenues are down, there is minimal change in the expenditures.

Mr. Braiman reviewed the projects in the report that will be included in the FY 2020 budget. Since 2016, new wholesale customer (Kenilworth/Golf; North Maine in 2020) have been added, eventually increasing wholesale volume by 40% with a projected \$1.3 million in new net revenue beginning in 2020. However, continued investment in the water plant and the Village's distribution system is necessary regardless of new wholesale customers.

Ms. Molloy said the Water Fund Policy adopted by the Village Board identifies 5 primary goals of the water fund:

- Balanced water fund operating budget each year
- Minimum budget of \$400,000 for Water Plant capital
- Annual minimum recommended water fund reserve shall be met in the 3-year cash flow projection
- Annual General Fund transfer of approximately \$1 million is to be made
- Water main replacement t begin in 2021

Mr. Braiman said historically the Village has tried to fund all the recommended and critical sewer projects for the next fiscal year given the age and condition of the infrastructure and that is what we would seek to do in 2020. He reviewed the proposed sewer fund CIP projects in the FY 2020 budget.

In summary for the 2020 Stormwater Utility Fee, as implementation of the Neighborhood Storage Improvement Project progresses, it is anticipated that approximately \$25 million will be expended for Phases 1A and 1 in 2019 and 2020. To fund the associated debt service, the Village is considering implementation of a stormwater utility fee. The estimated stormwater fee for a Tier 2 residential property is \$230 in 2020.

Mr. Braiman noted the 2020 Budget Schedule:

- August 27 – Municipal Services Committee to review road program
- September 23 – Committee of the Whole-1) Stormwater utility implementation, 2) Engineering & Road Program CIP Review
- October 8 – Presentation of Proposed Budget
- October – Committee of the Whole – Budge Workshops
- November – 2020 Budget adopted
- December 10 – Tax levy adopted

**6.3 ADMINISTRATION STANDING COMMITTEE REPORT**

All items listed on the Consent Agenda

**6.4 MUNICIPAL SERVICES STANDING COMMITTEE REPORT**

All items listed on the Consent Agenda

**6.5 PUBLIC SAFETY STANDING COMMITTEE REPORT**

No Report

**6.6 JUDICIARY STANDING COMMITTEE REPORT**

No Report

**6.7 REPORTS FROM SPECIAL COMMITTEES**

No Reports

**7.0 NEW BUSINESS**

No Report

**8.0 ADJOURNMENT**

Trustee Sullivan moved to adjourn the meeting at 10:14 p.m., seconded by Trustee Kennedy. All voted aye, the motion carried.



(for Barbara Hirsch)  
Barbara L. Hirsch  
Deputy Village Clerk



# 2019 Mid-Year Financial Review & 2020 Budget/CIP Preview

July 23, 2019

# Presentation Summary

- Review FY 2019 budget performance and 2020 General Fund projections
- Present FY 2020 CIP Projects (non engineering)
- Discuss projected property tax levy for the operating portion of the FY 2020 levy
- Review projected water and sewer rates for FY 2020

# **Revenue & Expense Review FY 2019**

# General Fund- 2019 Review

- Revenues are exceeding budget
  - Non-recurring building permits, income tax and interest income are exceeding projections
  - Sales tax, recurring building permits and real estate transfer tax are performing under budget
- Expenditures are projected to exceed budget
  - A special assessment of \$215,000 to the North Suburban Employee Benefit Cooperative is anticipated
  - Nearly \$300,000 in unbudgeted engineering program improvements

# Revenues- 2019 General Fund

Revenues	2019 Budget	June YTD Actual	YTD % of Budget	Where should we be YTD?	2019 Year-End Projection
Property Tax	9,616,700	5,117,693	53%	52%	9,616,700
Sales Tax	5,349,000	2,538,641	47%	48%	5,299,000
Service Charges	3,172,800	1,549,881	49%	48%	3,172,800
Income Tax	2,492,000	1,633,226	66%	57%	2,692,000
Utility Tax	2,100,000	1,137,349	54%	55%	2,100,000
Permits	2,138,600	1,466,090	69%	46%	2,483,600
Licenses	1,804,500	1,755,630	97%	92%	1,834,500
R.E. Transfer Tax	1,272,000	656,433	52%	51%	1,122,000
Water Fund Transfer	1,000,000	-	0%	0%	1,000,000
Others	4,525,655	1,908,612	42%	41%	4,295,655
Bond Proceeds	-	-	0%	0%	-
<b>Total</b>	<b>33,471,255</b>	<b>17,763,555</b>	<b>53%</b>	<b>49%</b>	<b>33,616,255</b>

# Expenses- 2019 General Fund

Expenditures	2019 Budget	June YTD Actual	YTD % of Budget	Where	2019 Year-End Projection
				should we be YTD?	
Regular Wages	16,700,875	8,204,509	49%	50%	16,609,275 ↙
Overtime	805,425	405,220	50%	44%	905,425 ↗
Benefits	4,386,210	2,346,890	54%	70%	4,386,210
Contractual	2,633,430	1,202,836	46%	43%	2,567,430 ↙
Refuse	2,380,840	1,006,572	42%	45%	2,373,835
Commodities	736,435	395,869	54%	51%	820,435 ↗
Contingency	440,000	23,583	5%	19%	296,000 ↙
Other	1,866,740	791,302	42%	14%	1,851,740 ↙
Capital	3,743,795	246,842	7%	53%	3,932,575 ↗
CERF current projects	638,500	216,062	34%	14%	641,100
CERF allocation	423,360	-	0%	44%	423,360
Capital - Bond	348,065	36,926	11%	0%	403,065 ↗
<b>Total</b>	<b>35,103,675</b>	<b>14,876,613</b>	<b>42%</b>	<b>51%</b>	<b>35,210,450</b>

# Revenues & Expenses-

## 2019 General Fund

### Ending Reserve Balance

	2018 Year End (\$)	2019 Budget (\$)	2019 Est. Reserve (\$)
<b>Operating Reserve</b>	10,829,500	11,014,000	10,898,000
<b>CERF</b>	1,850,800	1,473,000	1,927,500
<b>Total</b>	<b>12,680,300</b>	<b>12,487,000</b>	<b>12,825,500</b>

The FY 2020 Budget projects to spend down the reserve by \$200,000 to partially offset the pension amortization increase.

# **FY 2020 CIP**

# 2020 CIP- General Operating

- The following projects would be funded as the budget allows in the following order of priority:

Project	Category	Department	Budget (\$)
Roofing	Facilities- P. 1	Public Works	35,000
Server Room Configuration	Facilities- P. 12	Admin. Services	17,500
Comprehensive Plan	Profess. Serv.- P. 1	Community Dev.	175,000
Carpeting Replacement	Facilities- P. 9	Village Hall	33,000
Garage Ramp Replacement	Facilities- P.11	Village Hall	19,800
Garage Floor Rehab	Facilities- P. 24	Fire	101,000
Garage Floor Coating	Facilities- P. 3	Public Works	65,000
Interior Floor Refinishing	Facilities- P. 28	Public Works	30,000
Historic Resources Survey	Profess. Serv.- P. 3	Community Dev.	15,000

# 2020 CIP- CERF

- The following projects, totaling \$1,437,500, are recommended in 2020 to be funded through the General Fund CERF:

Vehicle	Category	Budget (\$)
Fire SCBAs	Equipment- P. 4	250,000
Police Squads (4)	Police Vehicles-P. 1	184,000
Large Dump Truck	PW Vehicles- P. 3	181,000
Ambulance	Fire Vehicles- P. 1	270,000
Phone System Repl.	IT- P. 2	24,500
Pick-Up Truck	PW Vehicles- P. 13	46,000
Sidewalk Snowplow	PW Vehicles- P. 16	162,000
Pick-Up Truck (4)	PW Vehicles- P. 19	170,000
Council Chamb. AV	IT- P. 1	80,000
Utility Vehicle	Fire Vehicles- P. 3	70,000

# Capital Equipment Replacement Fund

	<b>2019 Est. Actual</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Non-Recurring Revenues	294,350	15,000	15,000	15,000	15,000	15,000
GF Transfer	423,360	444,530	444,530	444,530	444,530	444,530
PW Vehicles	429,970	559,000	603,600	299,000	162,000	416,000
Fire Vehicles	35,000	340,000	870,000	-	290,000	-
Police Vehicles	145,125	184,000	46,000	92,000	234,000	234,000
Facilities/Equipment	31,000	354,500	-	-	-	-
<b>Total Expenses</b>	<b>641,095</b>	<b>1,437,500</b>	<b>1,519,600</b>	<b>391,000</b>	<b>686,000</b>	<b>650,000</b>
<b>End of Year Balance</b>	<b>1,927,449</b>	<b>949,479</b>	<b>(110,591)</b>	<b>(42,061)</b>	<b>(268,531)</b>	<b>(459,001)</b>

# **FY 2020 Budget & Tax Levy Projections**

# Preparation of the FY 2020 Budget

- The Finance Committee and Village Board have completed the public safety pension funding review which will implement a new 15-year open amortization schedule for FY 2020
- A portion of the CIP, an important first step in formulating the 2020 budget, was presented this evening
- Staff has completed its preliminary FY 2020 budget and initial projections will be reviewed tonight
- Additional Village Board discussions in August & September will be required regarding funding of the engineering program

# FY 2020 Revenues

- Sales Tax
  - Changes in State law will increase sales tax collections for online purchases- the impact is unknown
  - Staff will be conducting a detailed review of sales tax receipts in July and August
  - Additional sales tax from Edens Plaza is not anticipated until FY 2021
- Motor Fuel Tax
  - The State's increase of the motor fuel tax (effective July 1<sup>st</sup>) will result in an estimated \$492,000 of additional MFT revenue to the Village
  - This is a 77% increase in MFT revenues which will be dedicated to the road program
- No increases to vehicle stickers, building permits, ambulance fees, or refuse fees are anticipated

# Core General Fund Expenses & 2020 Projections

Does not include capital projects or the engineering program

	<b>2019 Bud.</b>	<b>2019 Est. Act.</b>	<b>2020 Prelim.</b>	<b>2019 to 2020 Change</b>	<b>% Change</b>
Wages and Benefits	21,892,510	21,811,635	22,645,335	752,825	3.4%
Refuse Collection	2,383,990	2,373,835	2,385,870	1,880	0.1%
Contractual Service	2,631,130	2,565,130	2,573,665	(57,465)	-2.2%
Commodities	733,885	816,870	765,085	31,200	4.3%
Other	1,841,140	1,800,646	1,847,465	6,325	0.3%
<b>Total</b>	<b>29,482,655</b>	<b>29,368,116</b>	<b>30,217,420</b>	<b>734,765</b>	<b>2.5%</b>

# Pensions

	2019 Budget	2020 Estimate	Budget Change	Percent Change
Police & Fire	\$5,096,000	\$5,436,000	\$340,000	7%
IMRF	\$980,000	\$1,238,000	\$258,000	26%
<b>Total</b>	<b>\$6,076,000</b>	<b>\$6,634,000</b>	<b>\$598,000</b>	<b>10%</b>

## Police & Fire

The projection is based on the transition to a 15-year open amortization schedule  
 \$200,000 of reserves are projected to reduce the impact on the tax levy

## IMRF

Reduced their assumed rate of return from 7.5% to 7.25%  
 From FY 2018 to FY 2019, the Village's IMRF cost reduced by \$220,000

# Tax Levy Parameters

- The following slide presents the tax levy in the following components:
  1. General Operating Expenses
    - Salaries, benefits, contracts, commodities, capital
  2. Pension Expense
    - Sworn police and fire pension benefits
  3. Debt
    - Existing debt for completed projects (not inclusive of water/sewer projects)

# Operating Tax Levy Parameters

Levy Component	Projected FY 2020 Increase	Increase \$
<b>Operations</b>	4.03%	750,000
<b>Public Safety Pensions</b>	0.75%	140,000
<b>Debt Service</b>	0.12%	22,000
<b>Total Increase</b>	<b>4.90%</b>	<b>\$912,000</b>

The projection does not include any additional dollars for the annual road program which will be discussed in September

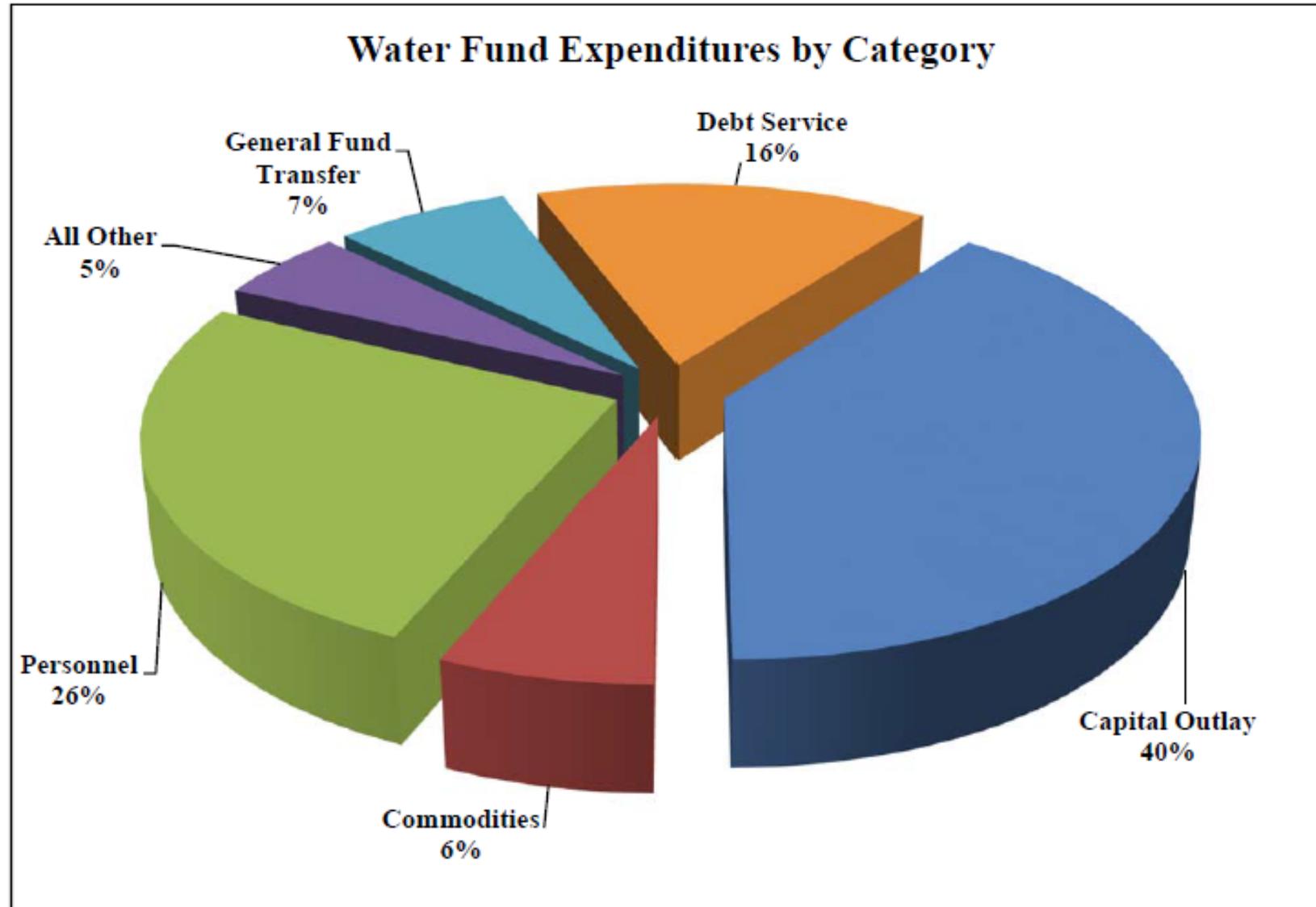
A 4.9% tax levy increase is an approximate \$90 increase on the average tax bill

The FY 2018 tax levy increased by 3.95%.  
The FY 2019 tax levy increased by 2.75%.

The operations portion of the tax levy funds police and fire salaries and non-pension benefits, public works salaries and benefits, general administration (finance, community development, engineering, IT), contractual services, and commodities as well as a portion of the engineering program

# Water Fund

# Water Fund



# Revenues & Expenses- Water Fund

Revenues	2019 Budget	Jun YTD Actual	YTD % of Budget	Where	2019 Year-End Projection
				should we be YTD?	
Residential Water Sales	3,376,700	1,281,791	38%	41%	3,126,700 ↙
Wholesale Water Sales	5,668,000	2,196,302	39%	46%	5,218,000 ↙
Other	150,000	138,654	92%	30%	230,000 ↗
Bond Proceeds	5,000,000	883,048	18%	0%	5,000,000
<b>Total</b>	<b>14,194,700</b>	<b>4,499,795</b>	<b>32%</b>	<b>43%</b>	<b>13,574,700</b>

Expenditures	2019 Budget	Jun YTD Actual	YTD % of Budget	Where	2019 Year-End Projection
				should we be YTD?	
Regular Wages	2,546,675	1,242,678	49%	50%	2,511,950 ↙
Overtime	73,575	24,808	34%	49%	70,725 ↙
Benefits	1,002,115	508,751	51%	53%	1,002,115
Contractual	405,120	239,333	59%	51%	443,300 ↗
Commodities	887,125	355,265	40%	50%	862,240 ↙
Capital	564,900	36,283	6%	25%	523,230 ↙
Debt Service	2,487,500	143,669	6%	18%	2,487,500
Transfers	1,000,000	-	0%	0%	1,000,000
Others	280,140	177,767	63%	61%	276,790 ↙
Capital - Bond	6,818,300	812,492	12%	23%	6,392,300 ↙
<b>Total</b>	<b>16,065,450</b>	<b>3,541,045</b>	<b>22%</b>	<b>35%</b>	<b>15,570,150</b>

# 2020 Water Fund CIP

- The following water projects will be included in the FY 2020 budget as funding permits:

Project	Category / Page #	Budget (\$)
Electrical Improv.	Water P. 2	4M
Main Replacement*	Water P. 46	2M
Rebuild High Lift Pump	Water P. 31	40,000
Meter Replacement	Water P. 35	50,000
Transmission Repairs	Water- P. 44	21,000

Project	Category / Page #	Budget (\$)
Valve Improvements	Water- P. 42	88,000
Meter Shop Van (T-25) Small Dump Truck (T-35)**	PW Vehicles- P. 7 & P. 10	67,000
Surge Suppressors	Water- P. 50	12,000
Hydrant Painting	Water- P. 52	18,860
Hydraulic Modeling	Water- P. 54	20,000

\*The water main replacement (Central Ave.) will be funded through bond proceeds

\*\*The small dump truck is split 50/50 with the Sewer Fund

# Water Fund- New Revenues & Expenses

- Since 2016, new wholesale customers (Kenilworth/Golf; North Maine in 2020) have been added, eventually increasing wholesale volume by 40% with a projected \$1.3M in new net revenue beginning in 2020
- However, continued investment in the water plant and the Village's distribution system is necessary, regardless of new wholesale customers:

Project	Year	Project Cost
Water Plant Electrical Improvements	2018 - 2020	\$8.975M
Locust, Lake & Central Water Main Replacements	2019 & 2020	\$3.7M
Annual Water Main Replc. Program	2020	Goal of \$1.3M annually; will need to be less
Water Main Intake	2022	\$14.7M

# Water Fund Policy

- The policy adopted by the Village Board identifies 5 primary goals of the water fund:
  - A balanced water fund operating budget each year
  - Minimum budget of \$400,000 for Water Plant capital
  - The annual minimum recommended water fund reserve shall be met in the 3-year cash flow projection
  - An annual General Fund transfer of approximately \$1M is to be made
  - Water main replacement to begin in 2021 (Est. cost of \$1.3M)

	2018 Year End Actual (\$)	2019 Budget (\$)	2019 Year End Actual (\$)
<b>Reserve</b>	3,324,400	3,279,000	2,771,000
<b>Recommended Minimum</b>	1,761,400	1,846,900	1,846,900

# Water Rate History

- The Village has worked diligently since 2012 to limit residential water rate increases:

History of Water Rate Increases								
2012	2013	2014	2015	2016	2017	2018	2019	2020
None	None	None	None	5%	None	2.7%	2.7%	TBD

Projections for the FY 2020 water rate will be presented at the July 23, 2019 Village Board meeting

- Consumption continues to decline:

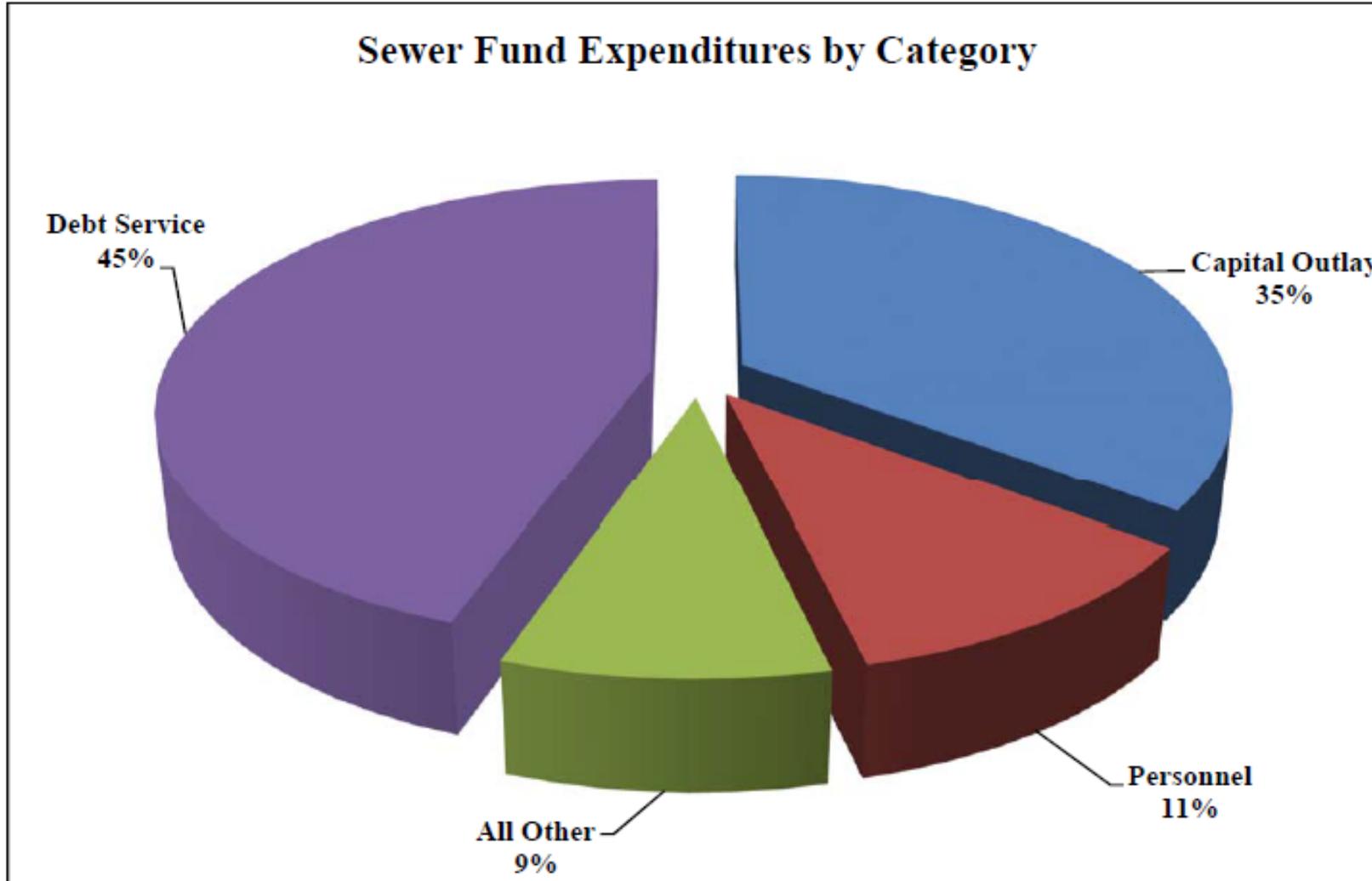
	History of Water Consumption								
Year	2012	2013	2014	2015	2016	2017	2018	2019 Budget	2019 Est.
Millions ccf	1.348	1.208	1.149	1.142	1.166	1.169	1.111	1.199	1.103

# Water & Sewer Rate Study Recommended

- Given continued declining water consumption, and the need for major water & sewer capital investments in the future, staff recommends funding a water and sewer rate study in 2020
- The study is estimated to cost \$30,000 for the following:
  - Projections for future water and sewer rates based on projected operational and capital needs
  - Review of the current rate structure to determine possible alternative strategies

# Sewer Fund

# Sewer Fund



# Revenues & Expenses- Sewer Fund

		June YTD	YTD % of	Where	
<b>Revenues</b>	<b>2019 Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>should we</b>	<b>2019 Year-</b>
				<b>be YTD?</b>	<b>End Projection</b>
Residential Sewer Charges	5,082,900	1,865,886	37%	41%	4,707,900 ↘
Bond/Loan Proceeds	1,970,000	866	0%	0%	1,970,000
<b>Total</b>	<b>7,052,900</b>	<b>1,866,753</b>	<b>26%</b>	<b>24%</b>	<b>6,677,900</b>

		June YTD	YTD % of	Where	
<b>Expenditures</b>	<b>2019 Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>should we</b>	<b>2019 Year-</b>
				<b>be YTD?</b>	<b>End Projection</b>
Regular Wages	603,375	281,678	47%	50%	603,375
Overtime	23,625	14,572	62%	47%	27,000 ↗
Benefits	221,155	111,116	50%	53%	221,155
Contractual	585,250	101,578	17%	21%	651,400 ↗
Commodities	93,025	40,721	44%	50%	95,425 ↗
Capital	598,750	9,092	2%	38%	509,010 ↘
Debt Service	3,197,000	719,667	23%	19%	3,197,000
Other	122,160	60,833	50%	52%	122,160
Capital - Debt	3,870,000	268,281	7%	31%	3,872,650 ↗
<b>Total</b>	<b>9,314,340</b>	<b>1,607,538</b>	<b>17%</b>	<b>28%</b>	<b>9,299,175</b>

# 2020 Sewer Fund CIP

- The following sewer projects will be included in the FY 2020 budget as funding permits:

Project	Category / Page #	Budget (\$)
Sewer Lining*	Sewers- P. 5	820,000
Neighbor. Storage	Sewers- P. 12	24.7M
Sewer Repairs*	Sewers- P. 7	337,000
Sewer Maint.*	Sewers- P. 9	322,000
SWPS Elec. Imp.	Sewers- P. 2	400,000
SWPS Pump Reno.	Sewers- P. 4	35,000
Small Dump Truck	PW Veh.- P. 10	31,000
Smoke Testing	Sewers- P. 15	60,000
Rain Ready Prog.	Sewers- P. 21	90,500

- Projects with an asterisk (\*) are recurring annually and are built into prior cash flow projections
- Sewer lining is funded through an IEPA low interest loan
- Neighborhood Storage & SWPS Electrical Improvements will need to be bond financed
- The small dump truck (T-35) is shared 50/50 with the Water Fund

# 2020 Sewer Rate

History of Sewer Rate Increases								
2012	2013	2014	2015	2016	2017	2018	2019	2020 Proj.
None	None	12%	10%	None	None	None	None	TBD

- The 2014 and 2015 increases were associated with the \$24M sanitary sewer improvements
- Projections for the FY 2020 sewer rate will be presented at the July 23, 2019 Village Board meeting

# 2020 Stormwater Utility Fee

- As implementation of the Neighborhood Storage Improvement Project progresses, it is anticipated that approximately \$25 million will be expended for Phases 1A and 1 in 2019 and 2020
- To fund the associated debt service, the Village is considering implementation of a stormwater utility fee
- The estimated stormwater fee for a Tier 2 residential property (the average property) is \$230 in 2020
  - The fee is projected to increase to an estimated \$430 in 2022

# Sewer Fund Reserves

	2018 Year End Actual (\$)	2019 Budget (\$)	2019 Estimated Reserve (\$)
Reserve	2,614,000	2,252,560	1,895,000
Recommended Minimum	1,016,000	1,016,600	1,016,600

When the sewer rate was increased by \$0.80 in 2014/15 for the Sewer Improvement Program, it was intended that the reserve be drawn down over time to pay the debt service

- Due to additional sewer expenses paid from operating funds, the sewer rate will have to increase in future years

# 2020 Budget Schedule

Date	Milestone
August 27	Municipal Services Committee to review road program
September 23	Committee of the Whole: 1) Stormwater utility implementation 2) Engineering & Road Program CIP Review
October 8	Presentation of Proposed Budget
October	Committee of the Whole- Budget Workshop
November 26	FY 2020 Budget adopted
December 10	Tax levy adopted