

MINUTES
Committee of the Whole – Mid Year Budget Meeting
December 8, 2015
Kallsen Conference Center – Rooms A & B
5:30 p.m.

Members Present: D. Seaman, Village President
P. Rea, Village Clerk
B. Maher, Village Trustee
T. J. Grady, Village Trustee
M. Pannitto, Village Trustee
J. Vandenberg, Village Trustee
B. Younker, Village Trustee
B. Brady, Village Trustee

Staff Present: D. Niemeyer, Village Manager
M. Mertens, Assistant Village Manager
S. Tilton, Assistant Village Manager
B. Bettenhausen, Village Treasurer
A. Brothen, Assistant Treasurer
R. Gibson, Senior Accountant
E. Scholz, Senior Accountant
A. Bayer, Accountant
D. Framke, Marketing Director
S. Neubauer, Police Chief
K. Dunn, Fire Chief
B. Balling, Interim Public Works Director
T. Kopanski, Water Superintendent

Others Present: S. Sepessy, Resident
G. Leff, Stellas
C. Johns, Stellas
G. Pratt, Tribune
J. Depaolis, Tinley Junction

Item #1: Call Meeting to Order - Motion was made by Trustee Pannitto, seconded by Trustee Vandenberg, to call the December 8, 2015, meeting of the Committee of the Whole Midyear budget meeting to order. Vote by voice call: Mayor Pro-tem Maher declared motion carried and called the meeting was called to order at 5:44 p.m.

Item #2: Consider Approval of the Minutes of the Meeting of the Committee of the Whole held on November 10, 2015 – Motion was made by Trustee Grady, seconded by Trustee Vandenberg to approve the minutes of the Committee of the Whole meeting held on November 10, 2014. Vote by voice call: Mayor Pro-tem Maher declared motion carried.

Item #3: Discuss Class E Liquor License for Stella's Tinley Park – Gary Leff and Charity Johns gave a presentation regarding their proposal to open two (2) Stella's Place Restaurant in Tinley Park. Discussion topics with the Committee included video gaming area, seating capacity, menu and restaurant design. The Committee thanked Mr. Leff and Ms. Johns for their presentation and wished them well if they decide to move forward with the projects.

Item #4: Clerk Rea gave an Economic Overview of the Europe and Asia markets as it related to the United States, State of Illinois and the Village of Tinley Park.

Item #5: Fiscal Year 2016 Mid Year Budget Revenue and Expense Summary – The Village Manager presented an overview of key revenues and expenses exceeding or below budgetary expectations and it is presently estimated that there will be revenue over expenses in an amount estimated at \$5.4 million. This number will fluctuate between now and the end of the calendar year and the Manager reminded the Board that in past years the Village board has used any additional monies for capital expenditures for the following year's budget. The Village Manager reviewed past fiscal control measures as well as sought direction on projections and policy discussions. He also highlighted priorities for the 2017 budget such as developing a Village Branding Program, reviewing initial recommendations from the Interim Public Works Director, review of the Village's pay plan, implementation of programs to increase citizen engagement and review the priorities that are developed from the Village's Strategic Plan.

The Village Manager and interim Public Works Director made a presentation to the Committee regarding options and costs associated with replacement of the Village's water meters. It was indicated that staff had completed research into several different brands and types of water meters and would be recommending the Sensus iPEARL. At the conclusion of the discussion, staff was directed to place this item on an upcoming Public Works Committee agenda for further discussion.

The Village Treasurer presented a 6-month review of the key revenue accounts and they are as follows:

- Property Tax – 0% change from what was budgeted to the Year End Estimate
- Sales Tax – 4.1% decrease from what was budgeted to the Year End Estimate
- Home Rule Sales Tax – 6.2% decrease from what was budgeted to the Year End Estimate
- Use Tax – 13.3% increase from what was budgeted to the Year End Estimate
- Income Tax – 11.8% increase from what was budgeted to the Year End Estimate
- Amusement Tax – 52.4% increase from what was budgeted to the Year End Estimate
- Motor Fuel Tax – 1.6% decrease from what was budgeted to the Year End Estimate
- Hotel Tax – 3.8% increase from what was budgeted to the Year End Estimate

Item #6: Discuss Village Board Policy Direction and Staffing – The Village Manager directed staff to continue on with our fiscally conservative budget management and expense review for the remainder of the 2016 fiscal year. Staff was directed to keep new project implementations to a minimum and to keep budget requests consistent with the previous year.

The Village Manager presented an overview of the mid year personnel requests from the 2016 budget process highlighting Public Works, Police and Fire mid-year requests and his recommendation to not approve any of these positional requests until at least that time at which the State of Illinois finalizes its budget.

Item #7: Capital – The Committee reviewed the capital expenditures and project status for the 2016 Capital line items. Included in the discussion was the review of project status by category highlighting the remaining budget numbers yet to be spent as of November 2015. Staff then provided an overview of the five year capital improvement Plan by department and noted that staff was directed to review their individual focus areas during the 2017 budget process. Staff was further directed to expedite the bidding process of the 2017 PMP Program to ensure the Village obtains the best rates possible.

Item #8: Fiscal Year 2017 Budget Schedule

Village Board direction was as follows:

- A. Tentatively schedule the all day budget session on March 8th, 2016 beginning at 9:00 a.m. in the Kallsen Center. However, staff was directed to see if there were any alternative dates that would work better for the Village Board.

Item #9 – Adjourn to Executive Session - Motion was made by Trustee Pannitto, seconded by Trustee Brady to adjourn to Executive Session to discuss

- a) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine validity.

Vote on roll call: Ayes: Maher, Grady, Pannitto, Vandenberg, Younker, Brady and Seaman. Nays: None. Absent: None. Mayor Pro-tem Maher declared the motion carried and this meeting was adjourned to Executive Session at 7:45 p.m.

Motion was made by Trustee Brady, seconded by Trustee Pannitto to adjourn this Executive Session and reconvene the regular Committee of the Whole meeting. Vote on roll call: Ayes: Maher, Grady, Pannitto, Vandenberg, Younker, Brady and Seaman. Nays: None. Absent: None. Mayor Pro Tem Grady declared the motion carried and this Executive Session was adjourned at 7:51 p.m.

Motion was made by Trustee Vandenberg, seconded by Trustee Grady to adjourn the regular meeting of the Committee of the Whole. Vote by voice call: Mayor Pro Tem Maher declared motion carried and adjourned this meeting at 7:52 p.m.

ST:lv

cc: *Village Board
Village Manager
Village Treasurer
Assistant Village Managers
Director of Economic Development
Director of Planning
Deputy Village Clerk*