

APPROVED
Finance Committee
Minutes of September 28, 2010

Meeting Called to order at 7:03 pm.

Present: Trustee Hedges, Trustee Hale

Absent: President Pope

Others Present: Village Manager Tom Barwin, CFO Craig Lesner, Parking Manager Cara Pavlicek, Marty Stempniak - WJ, Todd Stranger – Oak Leaves.

Cara Pavlicek reviewed overview of parking system through period of debt 2026, well beyond downtown TIF sunset, and continuing efforts to eliminate parking fund deficit expected to be down to \$3.8 million by FYI 2010.

Annual debt for OPRF garage \$390,000 annual debt payment plus operating, plus maintenance est. \$200 K, (electricity, snow, paint) etc., revenues of \$11 K.

President Pope joined meeting 7:10 pm.

Parking fund budget approximately \$ 5.1 million not including debt payments from other funds.

Some discussion occurred on rate setting policy (cover costs of system – versus demand driven) and ongoing business district meetings to explore and study use, rates, duration of stay, and long term potential of parking benefit district.

Non-resident commuter rates were discussed. Some are business purchases not purely commuter as rate handles do not always match rate descriptor.

Currently system has excess capacity with Holly Courts 1200 spaces usually 35% vacant.

Expenditures were reviewed for 2011. Some increase due to plan to pay down parking fund debt to general fund \$350 K.

Currently 30,000 FFC validations with agreement being reviewed every six months.

President Pope articulated analysis that would indicate village permit rates 1/3 private rates in comparable urban districts.

Signage was discussed. Expensive to replace all. Trustee Hale suggested spot improvements where signs are confusing. President Pope concurred and mentioned ease of use for newcomers to find parking assets.

Examples of poor signage, lot behind Pans, South & North Blvd Harlem to Oak Park Ave., and 19th Century, plus way finding into garages – universal signage.

Overnight parking prohibition system was discussed for codification and user friendly enhancements. Online being looked into for mid year 2011 and will look at audio tech voice recognition.

Public Works joined meeting for budget review at 8:12 pm.

CFO Lesner and DPW Director John Wielebnicki reviewed DPW operation's budgets working from 4 divisions of organizational chart, and 61 FTE's budgeted, currently 4 vacancies.

Engineering Department positions were reviewed. Internal comparisons with outside engineers ongoing. Outside engineering runs 10 to 15% of construction. In-house focus on re-occurring programs.

General fund reviewed, administration, engineering, ½ capital and solid waste and building maintenance.

Questions regarding expense increases of \$1.1 million above estimated 2010. Some increase is if 2 vacant positions would be filled.

Also some contractual adjustments to add street sweeping, \$115K, and forestry adding \$100,000 for tree removal mainly due to emerald ash.

Business district plantings budgeted last year at \$82 being upped to \$132 in light of district's plantings suffering and first complaints being received by DPW. Moving toward more sustainable plantings.

Staff will check Mayor's caucus EAB funding which should bring in \$30 K.

Of 2,600 Emerald Ash, inventoried 2,200, 300 listed for removal could go to 350. Looking at special contracts, for 90 day program. Average caliber 16 inches so less equipment versus 33 inch elm, est. \$105 K.

Average 400 tree removals per year, EAB adds to that, or 2% of population. 75% of trees Dutch elm, Norway maples, and emerald ash. Norway now most dominant species.

This year tree planning is \$100 K for 350 trees. We have 550 open slots. 150 going in this fall. Looking at bigger spring plants for greater species diversity and therefore more maintenance.....new trees in capital.

\$50 K in contractual street snow plowing but could be used for seasonal hires but requires new programs.

Questions about fleet maintenance outreach if necessary. Fleet bodywork using this approach.

9:00 pm overview of Water and Sewer Fund. Meter reading transferred to DPW from finance.

Considerable discussion took place on sanitation budget and contractors and future issue of negotiating extension versus bidding, current carts and possible regional recycling center as revenue generator with our consortium.

Vehicle replacement of 1991 dump and 10 year old back hoe was discussed and options.

Water purchase and charges pump to billing ratio.

Meeting adjourned at 9:40 pm.