

Village of Mokena FY 12 Budget



VILLAGE OF MOKENA

PROPOSED ANNUAL BUDGET

July 1, 2011 - June 30, 2012

ELECTED OFFICIALS

JOSEPH W. WERNER, Mayor

PATRICIA C. PATT, Clerk

DEBBIE ENGLER, Trustee

DONALD D. LABRIOLA, Trustee

JOHN J. MAZZORANA, Trustee

GEORGE J. METANIAS, Trustee

JIM RICHMOND, Trustee

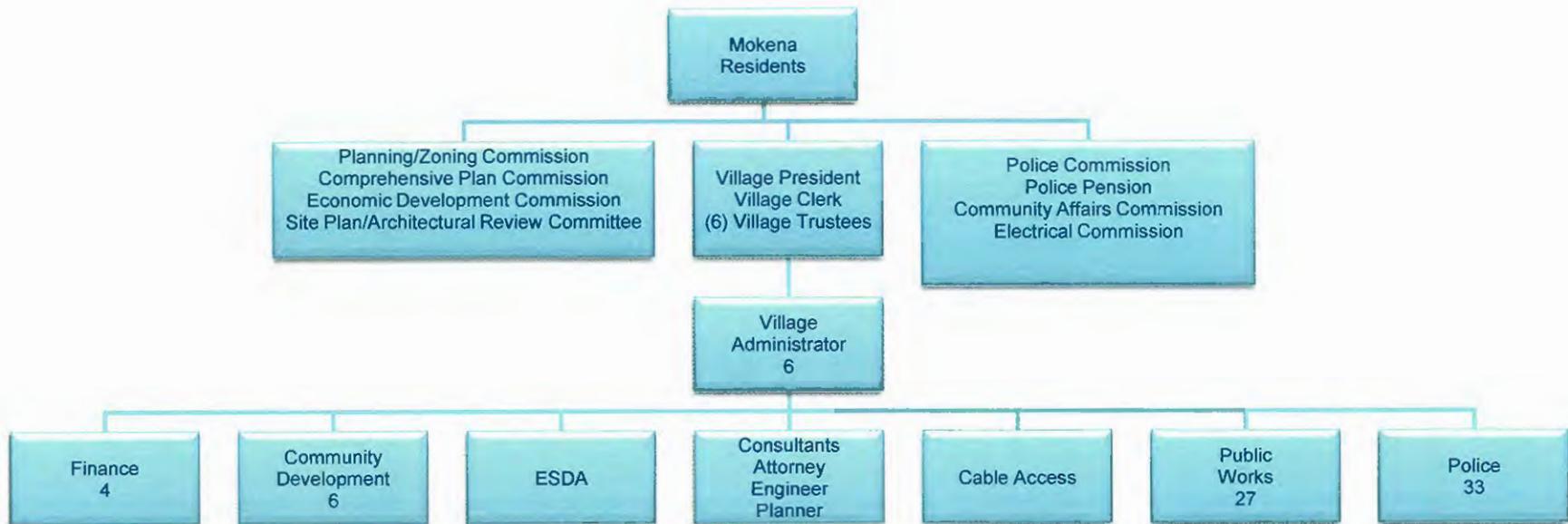
JOSEPH M. SIWINSKI, Trustee

**Village Administrator
JOHN DOWNS**

**Finance Director
BARBARA A. DAMRON**

**Presented to Village Board
June 13, 2011**

Village of Mokena Fiscal '12 Organizational Chart



76 Full Time Employees

\$22,317,788 FY '12 Appropriation

VILLAGE OF MOKENA

ANNUAL BUDGET 2011-12

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June 13, 2011

The Honorable Village President Joseph W. Werner, Clerk Patricia Patt, Board of Trustees and the Residents of the Village of Mokena

Re: Village Administrator's Budget Message, FY 2011/2012

Transmitted with this letter is the proposed annual Budget for the Village of Mokena. This Budget has been prepared in accordance with the Village Code and Illinois Compiled Statutes and represents a balanced budget wherein proposed expenses do not exceed anticipated revenues and carried forward cash reserves.

OPENING REMARKS

Regardless of specific economic conditions, there are three practical components absolutely necessary for any budget process to be successful: (1) You must be able to collect and present information in an accurate, comprehensive and meaningful manner; (2) There should be adequate time to absorb, digest and interpret the information; and (3) A good budget process requires a balanced environment to deliberate fiscal policies. The proposed FY 12 budget has included these necessary components as part of this year's budget process. The board has reviewed a significant amount of budget and program information over the past 5-6 months and taken adequate time to consider the recommendations from Village Staff. This year's decision making environment has been balanced with the only significant unknown being the Illinois General Assembly's potential to structurally decrease the Local Government Distributive Fund ("LGDF"). While we are entering our fourth year of the "New Budgetary Order," the Village's well established budget process has again proven to be one of our most important institutional assets.

To that end, I am again proud to present the proposed FY 12 Budget to the Village Board of Trustees and Residents of the great Village of Mokena.

FY 12 FROM A MACRO PERSPECTIVE

Revenues

Below is an aggregate comparison of all categorical revenues for the Village of Mokena. As can be seen, overall revenues are anticipated to increase by \$1.73M or 9.6% over that of the FY 11 budgeted amounts.

	FY 11 Budget	FY 12 Budget	\$ Inc/(Dec).	% Change
REVENUES				
Taxes	\$7,946,206	\$8,713,625	\$767,419	9.66%
Fines	\$291,500	\$238,000	(\$53,500)	(18.35%)
License/Permits	\$903,862	\$890,652	(\$13,210)	(1.46%)
Service Charge	\$6,913,470	\$7,030,669	\$117,199	1.70%
Grants/Trans.	\$296,872	\$296,347	(525)	(.18%)
Development	\$759,700	\$1,136,165	\$376,465	49.55%
Other	\$993,740	\$1,530,162	\$536,422	53.98%
TOTAL	\$18,105,350	\$19,835,620	\$1,730,270	9.56%

After enduring several years of shrinking revenues from an aggregate perspective, we are beginning to observe some positive economic signs. Tax revenues for FY 12 are forecasted to increase by almost 10%. This estimated increase is primarily due to a positive bump in sales tax of \$520K with other tax revenues such as income and property tax showing smaller but notable increases. The remaining increase in revenues relates to development related transfers and investment income for the police pension fund.

Expenditures

Below is an aggregate comparison of all categorical expenditures for the Village of Mokena. As can be seen, overall expenditures are anticipated to increase by \$695K or 3.2% over that of FY11.

	FY 11 Budget	FY 12 Budget	\$ Inc/(Dec).	% Change
EXPENSES				
Personal Serv.	\$7,848,430	\$8,306,107	\$457,677	5.83%
Commodities	\$1,427,297	\$1,511,663	\$84,366	5.91%
Contract Serv.	\$7,955,079	\$7,802,897	(\$152,182)	(1.91%)

Capital Outlay	\$3,722,627	\$3,525,806	(\$196,821)	(5.29%)
Other/Trans	\$669,000	\$1,171,315	\$502,315	75.08%
TOTAL	\$21,622,433	\$22,317,788	\$695,355	3.22%
Minus 27 th Pay Period			-\$227,000	
Net Impact			\$468,355	2.2%

Personal services are budgeted to increase by \$457K or 5.8%. One factor contributing to this increase relates to a 27th pay period which occurs every dozen years or so within a given fiscal year. This extra pay period adds \$227K toward the overall \$457K increase in the personal services spending category. When subtracting the 27th pay period from the budgeted totals, personal services would increase by only \$230K or 2.9% while the overall spending would rise by \$468K or 2.2% as shown above.

Below you will find a table representing the Village’s aggregate fiscal status in all funds for the past two budget cycles as well as FY 12.

OVERALL FISCAL STATUS		
	Anticipated FY ‘11	Proposed FY ‘12
Beginning Balance	\$29,095,848	\$28,957,598
Revenues	20,548,432	19,835,620
Expenditures	20,686,682	22,317,788
Ending Balance	\$28,957,598	\$26,475,430
		-\$2.48M

The proposed FY 12 Budget should see aggregate fund balances decrease by approximately (\$2.48M). This decrease will primarily result from a combination of several factors. The proposed FY 12 budget includes \$1.85M for a future expansion of the Village’s regional wastewater treatment plant, \$740K in inter-fund transfers, \$280K to complete the CN buffering project along with constructing a new salt storage facility and pursuing \$117K in commuter parking lot improvements.

THE FINANCIAL AND OPERATING STATUS OF THE VILLAGE OF MOKENA

Having provided a very basic overview of the proposed FY 12 budget from an aggregate perspective, I annually focus on some of the key financial and budgetary issues affiliated with the proposed budget. Although there are several important components of the public budgeting process (which range from basic to very complex matters), Mokena has traditionally focused on the most basic issues to measure budget performance. During the past two decades, the Mokena Village Board has focused on several key components as the most integral measurement tools affiliated with the financial/operational condition of the Village. These components include (1) major operating fund balances, (2) capital reserves, (3) per capita debt, (4) operational efficiencies and (5) goal completion rates.

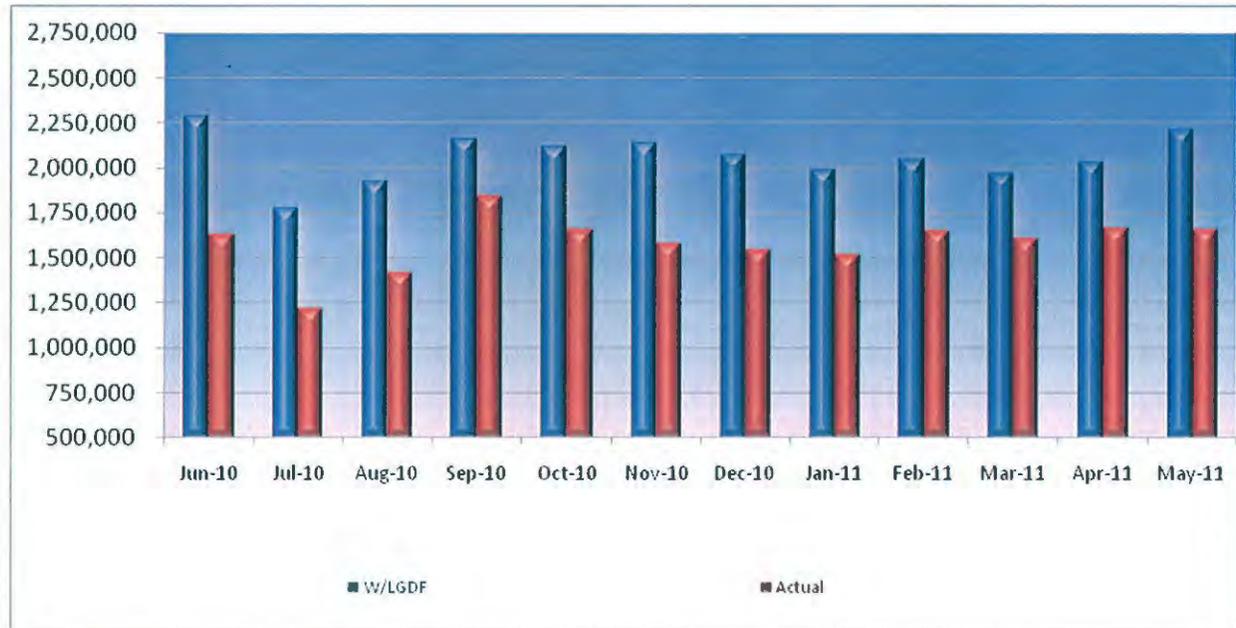
(1) MAJOR OPERATING FUND BALANCES (General, Water, Sewer & Parking Lot)

The Mokena Village Board of Trustees has developed a financial policy of maintaining approximately 25% (or 3 months) of an operating fund's anticipated annual expenditures (including capital outlay) as a reserved balance within each major operating fund. Fund balances have been historically maintained at these levels to ensure that if any unforeseen or catastrophic events occur, we are in a position to meet basic operational expenditures for a reasonable amount of time. During the recent economic downturn, we have utilized portions of these balances as revenue offsets providing time for the Policy Makers to reduce spending or raise revenues in a logical and rational manner. Over the past few years, these fund balances have proven to be a very valuable budgetary tool in dealing with the lengthy and severe recessionary influences that we have faced as a community. As our economy begins its slow rebound, we should begin turning our focus on rebuilding fund balances closer to historical levels while preparing for any future economic uncertainties which could lie ahead.

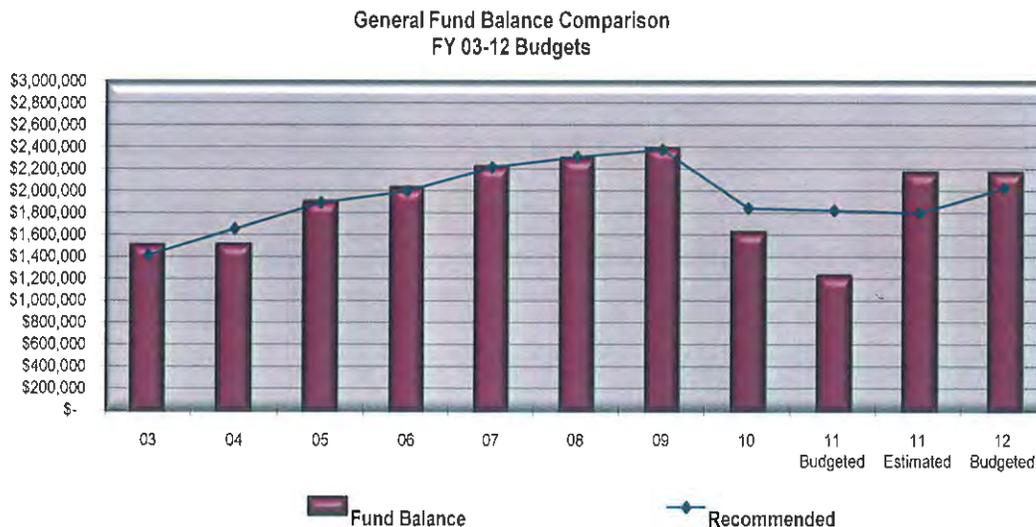
GENERAL FUND

As it is likely to turn out, FY 11 proved to be a rebuilding year for the Village of Mokena. Due to the significant cost cutting and budget reduction measures taken over the prior three years, the general fund produced a fairly substantial 'net positive operating' performance during FY 11. This positive performance was made possible by increased sales tax, a more predictable flow of income tax from the LGDF and continued cost cutting and ongoing budget discipline. This good news should not totally overshadow the fact that the State of Illinois is still -\$540K in arrears

making LGDF payments back to Mokena and the current General Assembly is considering a further reduction totaling -\$438K. After decades of timely and predictable LGDF payments to Municipalities, the State has been behind anywhere from 2-5 months over the past year. These amounts ranged anywhere from \$300-\$600K throughout FY 11. The graph below represents the GF monthly fund balance with/without LGDF payments being made in a timely manner by the State.



As can be seen in the graph above, if the State were timely with their payments, monthly fund balances would be well above the levels depicted. On the following page is a graph which exhibits these balances over the past decade.

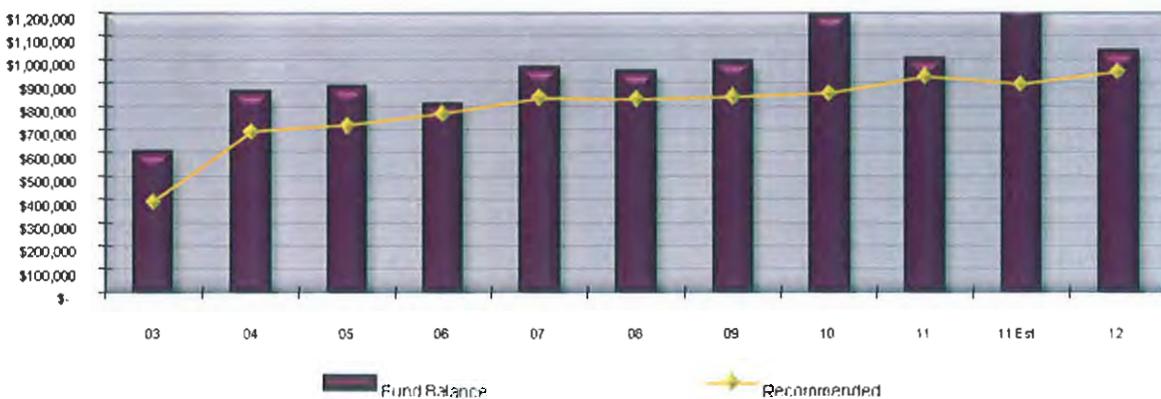


While fund balance levels dropped significantly in FY 10 and were budgeted to decrease to \$1.23M in FY 11, a positive turn around actually occurred over the past twelve months. Sales tax revenues increased above budget levels. While still being in arrears with regard to the LGDF payments, the State did not fall any further behind and made timely and consistent payments throughout FY 11 (to date). Our conservative revenue forecasts along with continued cost containment led to an estimated FY 11 year end GF balance of \$2.16M. This represents a positive fund balance shift of +\$900K! In light of all the uncertainties we faced one year ago, I would say this is very positive and puts our General Fund balance levels back at the policy level of 25% (or more) of annual budgeted costs. Based on the proposed FY 12 budget, the GF balance is projected to remain constant at \$2.16M. Since overall spending is proposed to increase, the projected FY 12 GF balance (as a percent of expenditures) will decline slightly but still be in excess of the 25% policy level.

WATER FUND

Mokena’s water enterprise fund is now a \$3.78 million public business. When combined with the sewer fund, these two operations represent over \$5.67 million in annual expenditures to operate and maintain a \$34M asset owned by our customers. Currently, we are in long term water supply negotiations with Oak Lawn as part of a five Community Consortium. Our goal is to

negotiate a long term supply contract that provides adequate water volumes to meet regional growth expectations while paying for only those improvements we feel are necessary. Once these improvements reach the bonding and construction phase, I believe that future water rate increases are a certainty. Because there are currently so many unknowns with regard to future water rate requirements, I have recommended that the Village Board and staff analyze this issue throughout FY 12 and determine (if possible) what rate increases will be necessary to properly operate and maintain our water system in the future. The graph on the following page clearly identifies that Mokena's water operating fund has produced adequate revenues to maintain policy preferred fund balance levels and the FY 12 budget should maintain that trend.

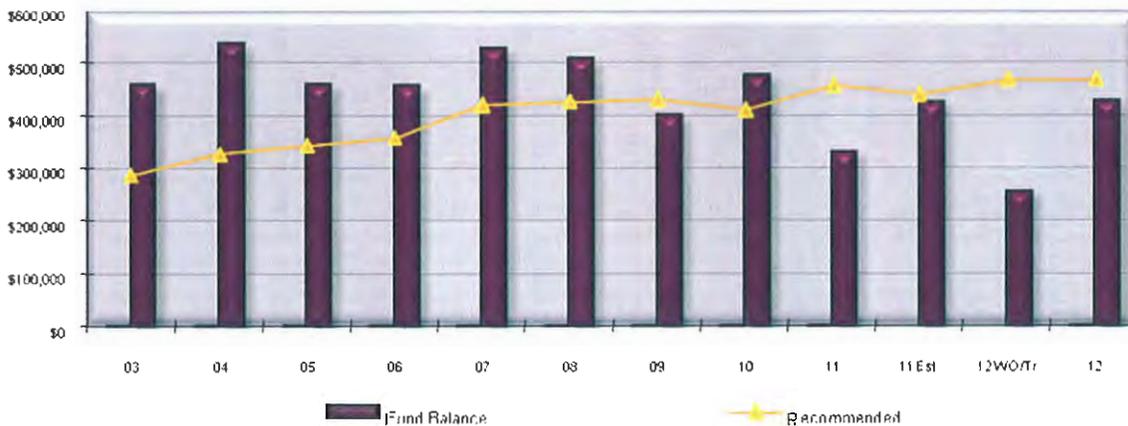


While the fund balance is anticipated to decrease by approximately \$200K in FY 12, the water enterprise fund balance is expected to be just above the target level of 25% at the conclusion of the fiscal year. As a result, there will be no water rate increase during FY 12.

SEWER FUND

The sewer enterprise fund is a \$1.86M annual business and like the water fund requires an adequate revenue stream to properly maintain the system. The sewer operating fund has been impacted by Mokena's slowing residential growth trends along with the effects of continued deduct meter installations and seasonal weather conditions. Sewer billable volume has remained relatively flat over the past several years resulting in revenue strain on this important operating fund. The advent of deduct meters which penetrate about 35% of our accounts have resulted in a loss in sewer billables ranging from 17-21% annually. In addition, the actual cost of water, green initiatives and other factors are all contributing to the flattening of sewer billables and inadequate

revenue growth to support this important operation. Although we have been able to make headway offsetting this situation with reasonable cost containment measures, increased revenue will be required moving forward. Combined with flat revenue trends is the likelihood that we will be pursuing a Wastewater Treatment Plant expansion in the near future. The added infrastructure required to increase the daily treatment capacity of this facility will likely elevate costs to operate the system as well. Currently, our consulting engineers are finalizing design criteria for this pending facility expansion. Simultaneously, they are estimating the operational impacts affiliated with this expansion to help us calculate an adequate rate structure moving forward. As proposed, the FY 12 budget incorporates a one-time \$171K inter-fund transfer into the sewer operating fund to maintain the fund balance at or near policy levels. The proposed transfer is being recommended to keep the fund solvent and allow adequate time to carefully assess treatment plant operational costs moving forward. This will also provide us time to consider a more aggregate utility rate program which includes the water fund as well. The proposed transfer is also being recommended because the source fund no longer serves the original purpose for which it was created in the mid nineties.



While significant cost containment in FY 11 led to solid performance and a higher than anticipated fund balance, revenue stress moving forward could result in a less than desirable fund balance at the end of FY 12. The above graph depicts the FY 11 ending fund balance being \$90K more than anticipated and very close to recommended policy levels. However, the FY 12 balance without the \$171K transfer would be well below policy levels. The proposed inter-fund transfer is anticipated to keep the balance stable through the end of FY 12. As can be seen from

the previous graph, the sewer operating fund balance is anticipated to be approximately 23% at the end of FY 12.

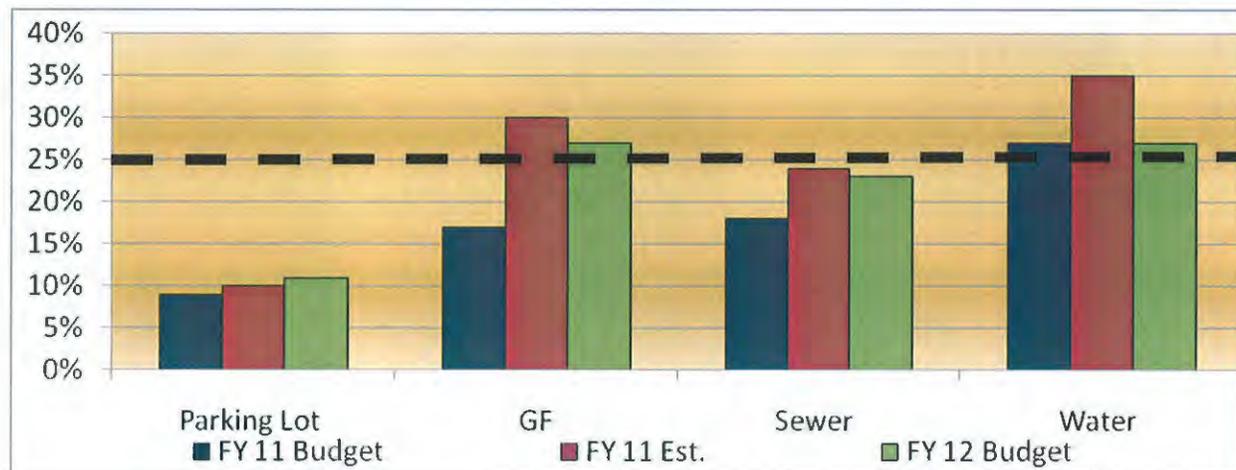
PARKING LOT FUND

Mokena operates four separate commuter parking lots with over 1,400 spaces. This fund generates revenue from customers who utilize the parking lots and pay a \$1 daily fee. This fund is anticipated to end FY 11 with a fund balance well below preferred levels. The overall revenue stream for FY 11 is expected to continue a decline below previous years and is down 15% +/- from several years ago. During this time frame, expenditures have outpaced revenues with the fund balance being utilized as a revenue offset. Commuter use and related parking fees continue to be a reflection of the weak economy and are putting significant stress on this enterprise fund. While holding the daily fee rate at \$1 for over the past two decades has produced adequate resources during our growth years, decreasing overall revenues due to the recent recession will require a parking rate increase of 25 cents per day during FY 12. The proposed rate increase is scheduled to take effect October of this year and generate \$48K in additional revenue to support this enterprise activity. The proposed FY 12 budget anticipates revenues to outpace expenditures with a slight increase in the year end fund balance. Looking longer term, we anticipate that the 25 cent daily fee increase will continue to generate revenues which slightly outpace expenditures over the next several years with an additional rate adjustment necessary at some point in the future. Commuters will also see some improvements to the parking system as new pay boxes will be installed at most facilities. Shelters will be replaced and additional security cameras will be added to the Hickory Creek Lot. Funding for these improvements will be provided from an existing capital fund originally supported during times when commuter revenues were outpacing expenditures.

OPERATING FUND BALANCE SUMMARY

Fund balances have proven to be a crucial component of providing adequate time for policy makers and staff to fully analyze various financial situations. Over the past several years, we have relied on these fund balances to offset declining revenues and provide time for policy makers to truly analyze and problem solve. After advancing the importance of fund balance policies over the past two decades, I can honestly say that the past several years have without a

doubt proven that fund balances are a necessary component of good public budget policy. In general, FY 11 proved to be a year we focused on rebuilding these balances and strengthening our financial foundations. We made significant headway in either restructuring or rebuilding the three operating funds that were experiencing the most pressure from the economy. The chart below exhibits an overview of fund balance levels of our four most significant operating funds.



The graph above exhibits the fund balance of each of the Village’s four major operating funds. All of the bars represent the fund balance levels as a percentage of the fund’s overall expenditures. The black-dashed horizontal line represents the 25% preferred policy level. As can be seen in all four funds, we produced year end fund balances higher than budgeted during FY 11. This occurs when spending is less than budgeted and/or revenues exceed forecasts (frequently defined as Net Positive Operating Results). We actually began our rebuilding process in FY 11 and hope to maintain the rebuilt presence during FY 12. The budgeted FY 12 year end fund balances indicate a slight drop in the GF, Water and Sewer funds. Although declines in these three funds are anticipated, all three of those funds are proposed to be close to (or above) policy levels. In adhering to the 25% preferred policy level, it has also been past practice not to exceed the benchmark by excessive amounts as that money could be used for other purposes or delaying increases in fees, user rates or taxes. This approach is again exhibited this year with the two utility enterprise funds. While it is clear that future rate increases will be required to support the water and sewer funds, current fund balance levels are being utilized to allow more time to carefully analyze this issue.

(2) CAPITAL RESERVES

Over the past two decades, the Village has developed a structured system to accumulate and earmark capital reserve funds over the years. These funds are normally collected over a period of years and then expended when projects are pursued. This situation can result in large sums of money being spent in a given year and result in balances being reduced accordingly. This system includes utilization of specific policies for the financial management of water and sewer connection fees, formula driven developer contributions, as well as transfers of any potential “net positive operating results” into capital reserve accounts. In April of 2001, Mokena voters approved a ½% non-home rule sales tax that has been utilized to plan, design and fund local road improvements. This revenue source has been dedicated to pay the principal and interest costs affiliated with a \$10 million Alternate Sales Tax Bond and provide cash funds for road system improvements. Over the past two years, this revenue source has also been utilized for road and other infrastructure maintenance. Below you will find a table, representing the status of Mokena’s Capital Reserve Funds for FY 11 & FY 12.

Fund	Ending FY ‘11	Ending FY ‘12
Water Capital	\$897,454	\$382,643
Sewer Capital	649,763	642,629
Sewer Plant Replacement	1,090,187	982,462
Sewer Plant Expansion	6,371,710	4,555,723
Capital Imp., Repair, Replacement	4,101,513	3,384,730
Totals	\$13,110,627	\$9,948,187
		-\$3.16M

The previously referenced table depicts that at the conclusion of FY 12 the Village should possess \$9.9M for future capital projects. The proposed FY 12 budget includes \$1.85M for a future expansion of the Village’s regional wastewater treatment plant, \$740K in inter-fund transfers, \$280K to complete the CN buffering project along with constructing a new salt storage facility and pursuing \$117K in commuter parking lot improvements. This is a decrease of approximately (\$3.16M) in capital reserves from the beginning of the fiscal year.

(3) PER CAPITA DEBT

Downtown Bonds

In FY 01 the Village of Mokena issued \$1.685 million in General Obligation Limited Tax Debt Certificates to fund the balance of the Downtown Renovation Project that augmented the \$1 million cash on hand to replace the aging sanitary and water mains. This debt was issued in September 2000 with a twenty year term and a 5.4% interest rate. These conditions equated to an average of \$138K+/- annual principal and interest payment. This debt is not secured through any form of property tax or other revenue source and must be funded through the normal General Fund revenue stream. Two years ago we refinanced this debt by taking advantage of the “callable” provisions in the bond ordinance. The public debt market was good at the time and we received a favorable credit rating from Standard and Poors which equated to a three step credit rating increase on this debt issue. The overall outcome of these efforts resulted in a reduced interest rate being paid on the balance of the debt along with a lower annual principal and interest payment schedule. The average annual interest rate has been reduced from 5.4% to 3.7% and will result in an average (\$9K) decrease in annual debt service payments. In aggregate, this refinancing effort will save approximately \$129K in overall costs over the balance of the bonds repayment schedule through 2021.

Lake Water Bonds

In November of 2000, Residents authorized the Village to issue up to \$7.4 million in General Obligation Bonds to construct the balance of the necessary infrastructure to deliver Lake Michigan water to the community. Five million dollars of these bonds were issued in February of 2001. This debt issue received an investment grade of A1 from Moody's. This rating was based on the fact that the payments of principal and interest (4.8%) on these bonds were guaranteed by the Village's property taxation powers, although our water customers will continue to fund this debt through water related fees. Similar to the Downtown Debt issue discussed above, refinancing efforts were undertaken for this obligation several years ago. The outcome was similar as Standard and Poors increased our creditworthiness three steps to that of a AA+ for this GO obligation. This effort resulted in an annual average interest rate decline from 4.8% to 3.15% reducing annual debt service payments by an average of (\$29K) annually and almost (\$325K) over the balance of the debt issue through 2019.

Together, these two refinancing efforts will save our residents approximately \$450K over the term of the combined repayment schedules. Based on information from September of 2010, the Village of Mokena's AA+ credit rating is one the highest in the State of Illinois and exceeded by only 10 other Illinois Communities!

Other Contractual Obligations for Water

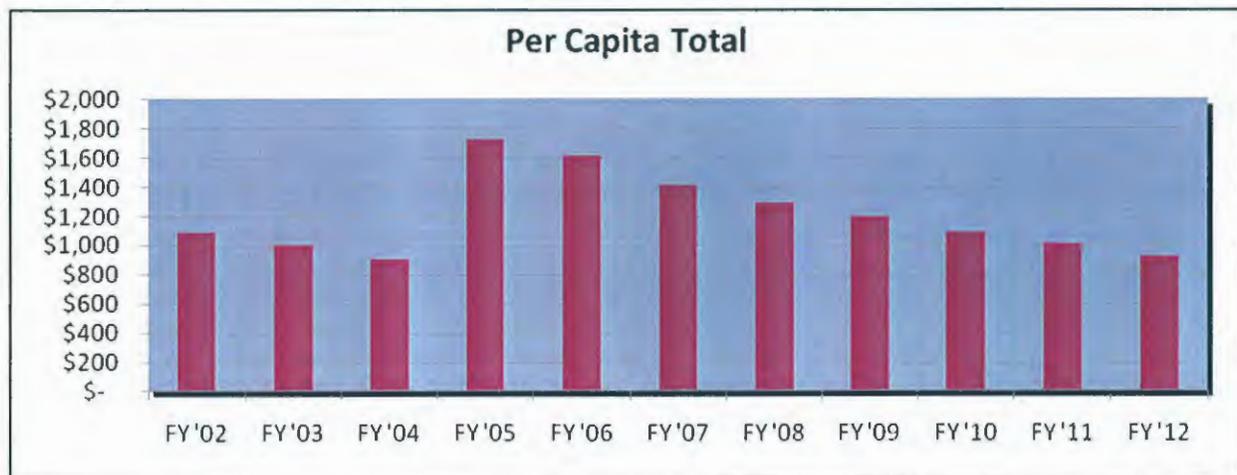
In addition to the previously referenced Lake Water Bonds, the Village has two other notable water-related (intergovernmental) contractual obligations that will need to be met over the next several years. The first of these obligations is to the Village of Tinley Park for providing the Village of Mokena with approximately \$1 million to fund the initial oversizing of the 30" water main from the pump station in Tinley Park through Mokena to New Lenox. This obligation carries a 5.5% interest rate along with an average of \$98K annual payments which are accounted for through an established escrow account. Secondly, the Villages of Mokena and New Lenox entered into an intergovernmental agreement which provides for the two communities to proportionately share the IEPA low interest loan for the portions of the joint water system (serving both communities) but within Mokena's limits. This low interest loan equates to approximately \$3.44 million in capital costs with a 2.6% rate. The annual payments will be in the range of \$226K+/- for the Village's share of this amount through 2021. This obligation will be funded as a pre-calculated portion of the water rates affiliated with Lake Michigan water.

½% Non Home Rule Sales Tax

In April of 2001, Mokena voters approved a referendum authorizing a ½% non-home rule sales tax with categorical exclusions for certain foods, medicines and titled property. The Village did not begin collecting this revenue until April of 2002. The Village Board spent approximately 2 years prior to the successful referendum determining how to utilize the funds from a long term perspective and made use of this timeframe to educate Mokena residents on the topic as well. While utilizing the first two years of proceeds to fund local costs for such projects as the 191st Street improvements, the Board determined that borrowing \$10M would be the most prudent means to fund the immediate transportation projects. The bonds were issued in April of 2004

and carried an annual interest rate of 3.66% or \$720K in average principal and interest payments through 2024.

Below, you will find a historical chart that depicts Mokena's per capita debt position over the past decade.



While reaching a high of over \$1.7K per capita in FY 05, the Village's per capita debt levels began to decline and are currently \$925 per resident. The days of funding all major capital projects on a "pay as you go" basis have been gone for several years, but Mokena's debt remains manageable. Moving into FY 12, the Village is in good order from a debt management perspective. Current debt levels are incrementally decreasing and manageable as the Board has carefully worked to meet the balance of improving the Village's infrastructure while assuming debt and related principal and interest payments that can be met through earmarked sources

(4) OPERATIONAL EFFICIENCIES

It is often difficult to measure efficiency in the public sector. As conditions, situations and a community changes, it is sometimes a challenge to find measurable indicators which represent organizational efficiencies over an extended time period. We have chosen a handful of such indicators to measure our organization's long term performance over a two decade timeframe. By choosing these indicators we are able to measure ourselves against past performance while

including inflationary factors impacting the cost to provide services to our customers. Below you will find a table representing some of these issues from a statistical standpoint.

Comparison (Fiscal Year)

F.T. Employees/1000 Residents

Municipal tax rate/\$100 E.A.V.

Water Rate/1000 Gallons

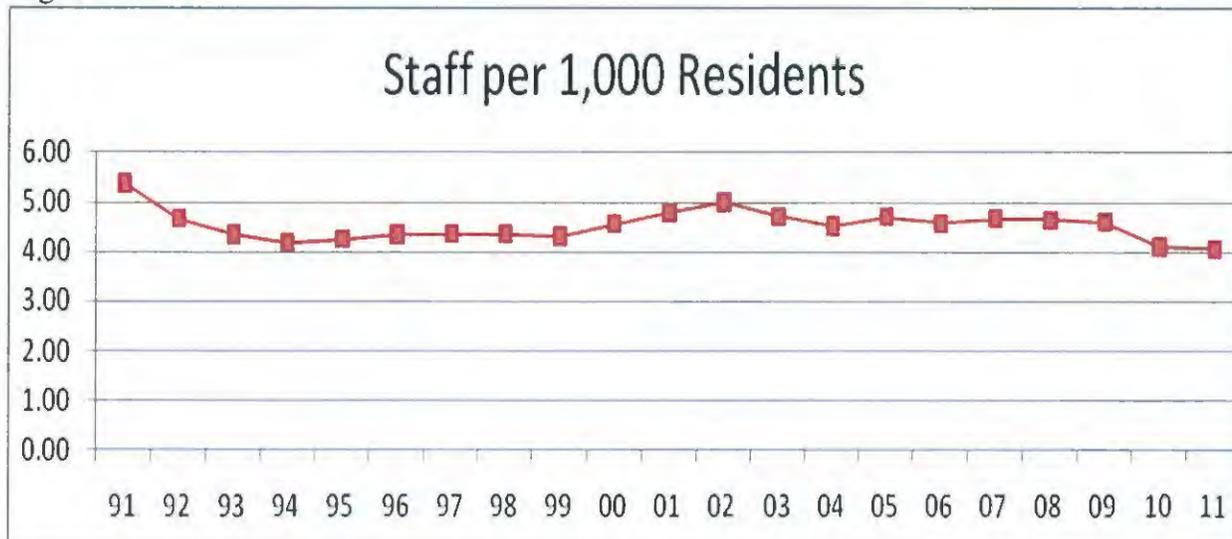
Sewer Rate/1000 Gallons

Total Water/Sewer Rates

	1990/1991	2011/2012	3% rate of inflation
F.T. Employees/1000 Residents	5.38	4.00	N/A
Municipal tax rate/\$100 E.A.V.	\$.61	\$.20	N/A
Water Rate/1000 Gallons	\$1.15	\$4.96*	\$5.32
Sewer Rate/1000 Gallons	\$2.40	\$3.60	\$4.59
Total Water/Sewer Rates	\$3.55	\$8.56	\$9.91

*** Transition to lake water in FY 2003**

As the previous table indicates, many of the Municipal costs charged to Mokena Residents to operate their Village Government have been balanced or show moderate increases compared to normal inflationary trends. Mokena Residents enjoy the lowest municipal tax rate among 23 other Will County Communities while aggregate tax rates for all Mokena taxing districts combined are very favorable as well. Although water and sewer rates have increased, we are very competitive with surrounding communities that have Lake Michigan water and manage their own wastewater treatment systems. In addition, our rates compare favorably to a general inflation rate assumption of 3% over the past two decades. Lastly, staffing levels per/1,000 residents are at historical lows and clearly represent our efforts to decrease operating costs during these difficult times. On the following page is a chart which represents our staffing levels/1,000 residents since 1991.



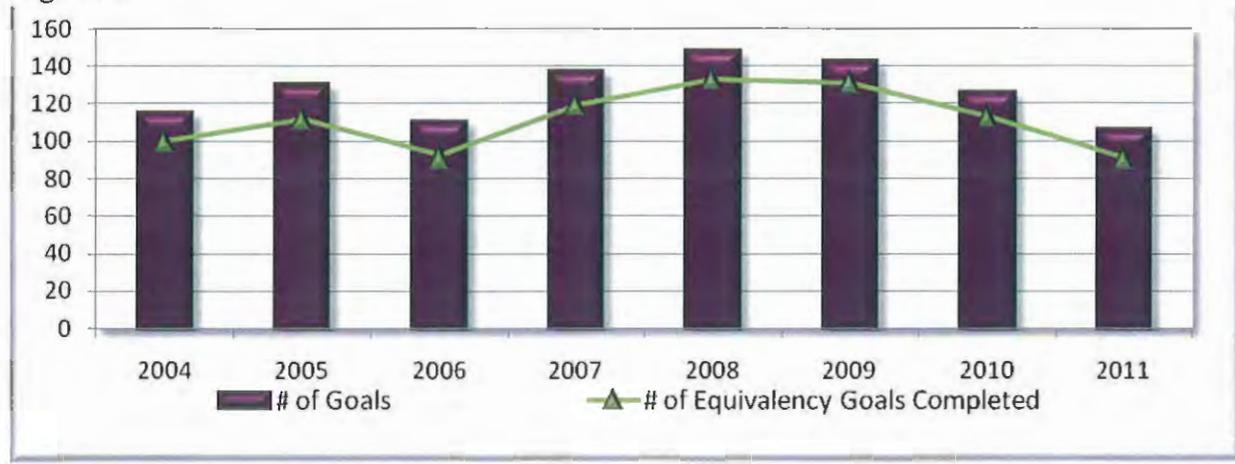
(5) GOAL COMPLETION PERFORMANCE

Annually, the Village of Mokena publishes various goal statements and objectives as an integral part of the budget process. Since 2004, these goals have been tracked throughout the course of any given year with an aggregate percent of completion being calculated at the end of each fiscal year. This exercise provides an overview of whether the Village’s Staff was successful at completing these stated goals and objectives. Below is a preliminary table summarizing anticipated goal completion rates in FY 11 compared to similar information dating back to 2004. Goal completion rates during this time have ranged consistently from 84-92%.

Fiscal Year	2004	2005	2006	2007	2008	2009	2010	2011
# of Stated Goals	115	130	110	137	148	142*	126**	106
# of Goals completed at 100% level	79	91	80	102	121	118	108	88
# of Equivalency Goals Completed	100	112	92	119	133	131	113	91
% of Completed Goals	87%	86%	84%	87%	90%	92%	90%	86%

*Reduced by 10 goals as a result of budget reductions.

** Reduced by 9 goals as a result of budget reductions



FY 12 EXPENDITURES

When highlighting the most significant expenditures affiliated with the proposed Budget, it is important to note those expenditures, which focus upon the maintenance of “Core Services” in the Community. “Core Services” include the basic health, safety and welfare programs that ensure Residents’ safety and comfort. These expenditures are divided by major category and represent the most significant appropriations affiliated with the proposed Budget.

(1) PERSONNEL

- Provides for a 2.5% wage increase for all employees.
- Provides for total personal services to increase by \$457K or 5.8%
- Provides for a 27th pay period (or \$227K) as part of the total personal service increase.
- Personal services would increase by \$230K or 2.9% without the 27th pay period

(2) PROGRAMS

- Provides for web based video streaming (includes mobile device platform) of Board meetings. \$13.2K
- Provides for medication drop-off at Police Department. \$.2K
- Provides for on-line crime mapping information for residents. \$3.6K
- Provides for vacant/distressed property maintenance program. \$9.7K
- Provides for the removal and replacement of dead trees within the Village easements. \$57.8K

- Provides for Clean-Up Day program. \$2.6K
- Provides for mosquito abatement program. \$15.8K
- Provides for aquatic weed control. \$33.2K
- Provides for maintenance of Crystal Creek wetland. \$9K
- Provides for maintenance of Foxborough wetland. 11K
- Provides for membership in the Will County Center for Economic Development. \$1.5K
- Provides for membership in the Chicago Southland Convention & Visitors Bureau. \$6.27K
- Provides for Beautification Awards program. \$1.7K
- Provides for the wildflower/tree planting program. \$.4K
- Provides for economic incentive agreement obligations. \$229.4K

(3) EQUIPMENT

- Provides for computer upgrades. \$73K
- Provides for phone system upgrades. \$17K
- Provides for replacement of (3) mobile data terminals in PD. \$18.9K (grant funded)
- Provides for (2) additional mobile 800mhz radios. \$6K
- Provides for (30) VHF radios. \$12K
- Provides for LiveScan fingerprint station. \$22.8K
- Provides for replacement of (3) police cruisers. \$87K
- Provides for replacement of (2) police SUVs. \$80K
- Provides for gravel shoulder spreader. \$3.8K
- Provides for photoionization detector. \$3K
- Provides for replacement of 2.5 ton dump truck with plow and spreader. \$106.5K
- Provides for 1 ton dump truck with plow and spreader. \$60K
- Provides for a 4x4 pickup truck with plow. \$37K
- Provides for hydraulic hose crimper. \$1K
- Provides for replacement of power washer. \$5.4K
- Provides for rolling jack for lift. \$4.6K
- Provides for re-banding of the siren radio frequency. \$10K
- Provides for portable generator for WS9. \$2K

- Provides for SCADA computer for water system. \$6K
- Provides for replacement of air operated diaphragm pump at WWTP. \$1.9K
- Provides for replacement of thickened sludge pump at WWTP. \$13.4K
- Provides for replacement of back wash waste pump at WWTP. \$7.7K
- Provides for replacement of D.E. loading screw at WWTP. \$3.3K
- Provides for replacement of knife blade set at WWTP. \$6.3K
- Provides for rebuilding of 100hp motor at WWTP. \$1.8K
- Provides for replacement of autoclave (lab) at WWTP. \$5K
- Provides for replacement of raw pump at WWTP. \$13.8K
- Provides for replacement of air compressor (non-potable system) at WWTP. \$8K

(4) PROJECTS/DEBT SERVICE

- Provides funding for principal and interest payments for downtown debt service. \$134.6K
- Provides for building repairs at the Police Dept. \$36.3K
- Provides for replacement of damaged carpet in Engineering Office. \$1.5K
- Provides for restriping and painting of Wolf Road from LaPorte to Route 30. \$13.5K
- Provides for annual crack filling in various locations. \$39.75K
- Provides funding for annual full depth patching projects. \$60K
- Provides funding for annual sidewalk and other concrete rehabilitation projects. \$47K
- Provides for material testing of road projects. \$6K
- Provides for structural street light repairs. \$15K
- Provides funding for the FY 12 road maintenance program (in lieu of MFT project). \$663K
- Provides for Village wide leak survey. \$18K
- Provides for principal and interest payments on debt service for lake water improvements. \$372K
- Provides for contractual obligation to New Lenox for the Village's share of the IIEPA low interest loan for lake water. \$226K
- Provides for contractual obligations to Oak Lawn for lake water. \$177.9K
- Provides for contractual obligation to Tinley Park for oversizing the water main on LaPorte Road for lake water. \$98.8K

- Provides funding for future lake water joint system repair costs. \$35K
- Provides for sanitary manhole repairs \$2.5K
- Provides for NPDES permit fees for WWTP and sludge. \$17.5K
- Provides for vacuum jetting and cleaning grease from wet wells at (6) lift stations. \$7.5K
- Provides for sewer re-lining projects on 114th Avenue and St. Mary's Road. \$53.8K
- Provides 1/3 shared cost for emergency connection with Tinley Park. \$42K
- Provides for spot paint repairs on east and south water towers. \$45K
- Provides for new electric service to Well #5. \$24K
- Provides for consulting services to coordinate contract negotiations with Oak Lawn. \$20K
- Provides for design of the WWTP expansion and design of the reconstruction of the excess flow lagoon and partial construction of the sewer plant expansion. \$1.828M
- Provides for commuter parking facility improvements (shelters, pay boxes, and security cameras). \$117K
- Provides for lake water joint system maintenance contingent repair costs shared by Mokena and New Lenox. \$20K
- Provides for engineering and construction of additional salt dome. \$210K
- Provides for principal and interest payments on debt service for road improvements. \$691K
- Provides for Rt. 30 Phase II (Ridgemoor lighting) engineering. \$16K
- Provides for 50% local share of Townline/Francis signals. \$3.9K (re-appropriated)
- Provides for Wolf Road/Metra tracks improvement (upgrade signal interconnect/grant funded). \$7.4K
- Provides for noise mitigation along the CN Rail line adjacent to Mokena. \$70K

BUDGET SUMMARY

The Village's overall revenues are anticipated to increase by approximately 9.5% or \$1.7M. The Village's overall expenditures are anticipated to increase by 3.2% or \$695K. Although economic factors are improving, there are many unknowns we face as a Community. Can the economy continue to show signs of improvement and will the Illinois General Assembly take measures to negatively impact our financial condition? These are two key questions that will only be answered with time.

FISCAL IMPACTS ON CUSTOMERS

The proposed budget takes into consideration the cost of providing services to Mokena's residents and businesses with few or nominal adjustments. The annual inflationary index for refuse rates will increase monthly costs for garbage by \$.35 to \$.40 (or about \$4 to \$5 annually). Commuters will see a 25 cent per day parking fee increase beginning in October. The proposed budget does require developers and builders to pay approximately 3.5% or \$362 more for water/sewer connection fees per residential unit along with a similar pro rated increase for non-residential connection fees as well.

The proposed budget has again been prepared to continue providing senior citizen households with refuse discounts of approximately \$24 and two free vehicle stickers. Combined, both discounts equate to almost \$50 per year in reduced fees for our senior households (65+). We are also proud to continue our Military Fee Waiver Program for the families of men and women protecting our freedom and the freedoms of others throughout the world today. Since the fee waiver was implemented several years ago, 12 families have taken advantage of this program.

THE FUTURE

One of my key responsibilities as the Community's Chief Budget Officer is to outline priorities and identify strategic matters moving forward. Annually in my budget message, I attempt to prioritize key issues which I believe will need significant policy attention by the Elected Officials, support staff and our customers as well. The key priorities which I feel are important to our community consist of the following:

1. Ongoing maintenance of our local road system.
2. Maintaining an adequate rate structure to support our utility enterprises.
3. Focusing on future strategies for our municipal facilities.
4. The need to assess and analyze non-economy driven revenue sources.

My recommendations regarding these key issues are found below.

1) LOCAL ROAD SYSTEM MAINTENANCE

Our local road system is beginning to show signs of aging and will require continued investment in the future. Rising snow removal costs have consumed the majority of Motor Fuel Taxes (“MFT”) and left little for funding of a street repair program. This dilemma has required us to utilize the ½% sales tax fund for the entire road repair program for the third straight year in FY 12. Although this year’s program will provide just over 2 miles of repaved roads, moving forward our road system will require more investment than what current resources provide.



Use of the ½% sales tax for road repairs will decrease the emphasis we have placed on road reconstruction over the past 10 years. The good news is that we have rebuilt, widened and increased the operational capacity regarding our most heavily traveled roads since the ½% sales tax was approved by Mokena voters a decade ago. To date, numerous road improvement projects have been constructed locally and we have partnered with IDOT and the Will County

Highway Department to complete several other local and regional road projects.

2) MAINTAINING ADEQUATE UTILITY RATES

We continue to join forces with four other Oak Lawn municipal customers to negotiate water supply contract renewals (with Oak Lawn). The current expiration date for Orland Park, Tinley Park, Oak Forest, New Lenox and Mokena is October of 2011. Oak Lawn is considering system improvements and also searching for a means to fund such improvements. Our combined efforts to date have focused upon defining the actual upstream improvements that are necessary to meet our collective demands over the next 20 years. Obviously, any significant system improvements that provide benefit to our collective communities will result in the form of increased water rates. Although we are unable to calculate the exact costs at this time, I believe that more detailed information regarding system improvements and related costs will evolve over the next six to twelve months. Stagnant billable trends in the sewer operating fund are placing more emphasis on upward rate pressure as well. This fund is showing weakness on the revenue side and staff is recommending a one-time \$171K inter-transfer from a source fund which no longer serves its

original purpose. The transfer stabilizes sewer fund balance levels for the short term. This short term stabilization is important as we await updated information regarding the WWTP operating costs which will likely result when the pending facility expansion occurs. Moving forward we will continue to evaluate these enterprise activities and recommend operational strategies on both the revenue and expenditure side that properly maintain your \$34M in utility assets.

Below are a few key facts about the importance of your utility system and the magnitude it plays in providing you and your family with core service on a 365 day a year basis.

Overview of Mokena's Water and Sewer (wastewater) Systems-What's the Value?

- ⊙ Represents almost \$34 million in capital investment by our customers.
- ⊙ Combined, is a \$5.5 million annual business.
 - Pump 700 +/- million gallons of water and treat similar volume of wastewater
 - Maintain 75 miles of water mains, 5 water storage facilities and 3 pumping stations.
 - Maintain regional WWTP and 12 lift stations
- Serves over 6,600 customer accounts on a 24/7/365 basis.



3) THE STATUS OF OUR MUNICIPAL FACILITIES

A) Wastewater Treatment Plant

Like any other community, Mokena faces the ongoing challenge of providing and maintaining adequate facilities for our customers. The Village's wastewater treatment facilities are in solid shape with a pending expansion of the WWTP scheduled for the spring of 2012. Based on the nature of the Village's budgeting philosophy, a pending expansion of the WWTP should be funded through over \$6M in development related fees previously collected and escrowed for these planned purposes. The proposed budget appropriates \$1.85M in engineering and initial construction activities for the WWTP capacity expansion.

B) Water Storage and upstream supply

With regard to the Village's water system, locally constructed water storage improvements are being delayed due to slower growth trends. Our focus with regard to a future water supply has shifted upstream through our contract negotiations with Oak Lawn. We are currently working with four other suburban communities to ensure that future improvements made by Oak Lawn will provide an adequate regional supply over the next 20-30 years. Although we are closely evaluating various system improvements, our focus is on a redundant and reliable delivery system as opposed to "peak season" consumption. Slower growth trends, the cost of water and a fairly constant societal movement toward "green initiatives" have altered our approach to now be more focused on the long term delivery capability of our upstream supplier (Oak Lawn). As a result, we have delayed the planned construction of additional ground storage facilities at this time. In addition, we are working with Tinley Park and New Lenox to construct a new "emergency" inter-connect of our systems along 191st Street. This proposed connection will provide for a supplemental two-way emergency flow to all parties should any main delivery lines or pumping facilities fail. This also advances our first priority of a redundant and reliable water supply for Mokena customers.

C) Public Safety and Village Hall Facilities

After securing a 3.5 acre site for a new Public Safety Facility a few years ago, policy discussions regarding this project have been put on hold due to the economy. The recession not only impacted Village finances, but we have also reduced the number of overall Police personnel which has (to some degree) lessened the pressure to expand operational facilities. A similar situation exists with regard to the current Village Hall located on Carpenter and Division Streets. The Board had previously engaged an architectural firm to develop conceptual and schematic design criteria regarding a future public safety facility and conduct a conceptual analysis of either rehabilitating or constructing a new Village Hall at the current location. While the preliminary design and assessment work was completed by the Architect, the Village Board's more recent objectives have focused upon budget reduction measures. As a result, policy discussions regarding these facilities have been delayed. I will be recommending that the Village Board revisit these issues during FY 12. Although it is unlikely that either a new public safety facility

or Village Hall will be pursued in the near future, it is important that these two facilities receive proper long term and ongoing policy assessment. This will provide a discussion platform whereby information and strategies can be incrementally developed and absorbed by the community. Discussions of this nature will also allow for the information to be forwarded onto future generations of Mokena leaders which might actually be implementing the plans and strategies. Although existing facilities have served the community well, both are aging and will require ongoing maintenance and upkeep. Through a grant from the Illinois Department of Commerce, we will be able to construct an additional 2,000 ton salt storage facility at the Public Works operating facility on Wolf Road. This additional salt storage capacity will be helpful in maintaining an adequate salt inventory during severe winter conditions. This will make it less likely that any potential supply shortages will disrupt our service levels in the future.

D) Commuter Parking Facilities

The Village's Commuter Parking Lot enterprise fund now accounts for a \$290K public business serving approximately 250,000 customers annually. The recession also impacted this enterprise fund as fewer people were employed and commuter use declined approximately 15% over the past several years. This of course impacted revenues accordingly and during this time period the fund balance was utilized as a revenue offset. After a lengthy policy review, the Board determined that the twenty year old \$1 daily commuter fee needed to be increased and authorized a 25 cent increase effective October 1, 2011. This will generate \$48K in additional revenue to offset recession related revenue loss. This daily fee increase should accomplish two very basic goals affiliated with operating an enterprise activity. Revenues are scheduled to outpace expenses over the next few years and fund balance levels will incrementally increase. However, based on current forecasts, it is likely that another similar daily fee parking increase may be required within a 3-5 year period. Several commuter parking system improvements are scheduled for FY 12. New fare boxes will be installed at most facilities with upgraded shelters and additional security cameras at the Hickory Creek Lot. The upgraded fare boxes will provide for the implementation of an alternative "daily token" pay system which can be utilized by our customers. These daily token pay alternatives have been implemented by several other Communities and offer customers an alternative to using cash on a daily basis. In the longer term, Metra has indicated an interest in possibly upgrading the Hickory Creek Station to include

a ticket agent and washrooms. Although we have conceptually discussed this with Metra, there are currently no specific timelines for these potential improvements moving forward.

4) ANALYZING NON-ECONOMY DRIVEN REVENUE SOURCES

While we have spent the majority of our time over the past few years focusing on economy driven revenues, a significant amount of our GF revenue (about 27%) originates from other sources. Many of these revenues are derived from licenses, permits, vehicle stickers, fines and other miscellaneous charges. While we have tried to keep overall costs down for our customers, many of these revenue sources have not received a comprehensive review for many years. In some cases, these revenue sources have become stagnant with their value becoming diminished due to inflation. Fees which were once designed to cover the “cost of providing a specific service” may no longer do so and require subsidization. I will recommend that a comprehensive overview of these various revenue sources be conducted as a strategic exercise during the first six months of FY 12.

ASSUMPTIONS AND THE PROPOSED FY 12 BUDGET

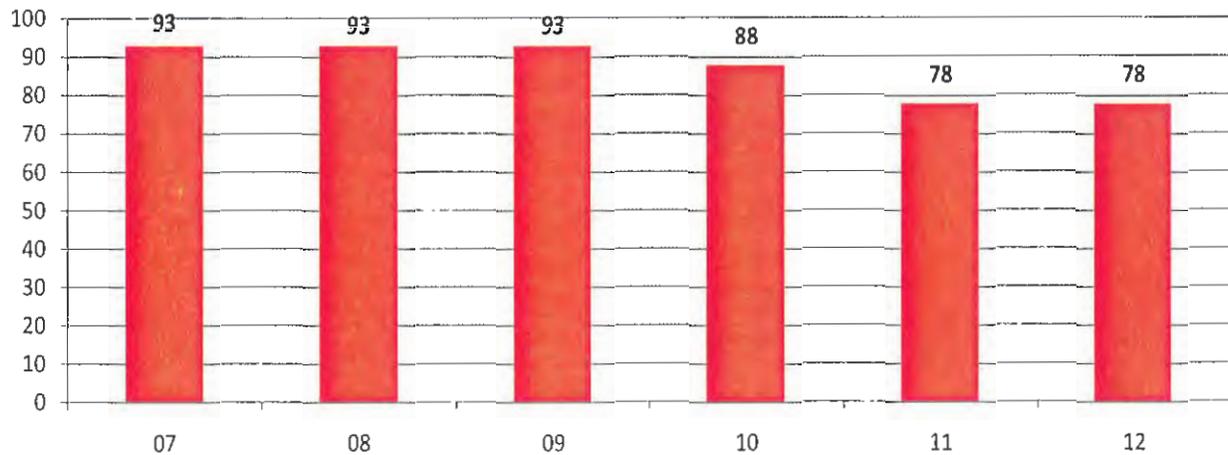
Like any budget, there are always certain assumptions which drive the preparation and assembly of a yearly spending plan. The proposed FY 12 Budget is no exception as we face several unknowns which may not be determined until after the Mokena Village Board takes formal action on the proposed budget. These assumptions include two important issues relating to the LGDF, the status of our overall economy and two pending labor agreements. The proposed budget assumes the State will not fall any further behind in redistributing the LGDF and there will be no action by the Illinois General assembly changing the structural components of the program. These items relating to the LGDF are the two most significant unknowns we face moving into the adoption of the FY 12 Budget. Although we have prepared the budget with a moderate 1% increase in our economy driven revenues, it is difficult to predict exactly how the economy will react to such an unusual time in our history. After moderate, minimal or no wage increases for various employees over the past two year period, the proposed budget is prepared with a 2.5% wage increase for all Mokena employees. Although we have included a 2.5% wage increase in the proposed budget, there are two organized labor agreements that will likely not be

finalized until some time after this budget has been adopted. Although we may adopt a budget with certain assumptions regarding wages, benefits and working conditions for our employees, we will negotiate and bargain the terms of our organized labor agreements in good faith. Until those labor agreements are finalized, it is impossible to forecast with any great degree of confidence the actual working conditions of those employees represented by our organized labor partners. Any of these unknowns could require post adoption adjustments in spending or program priorities depending on the degree they may vary from our original assumptions. Time and events will eventually yield to knowledge on these matters.

ONE YEAR LATER....WHERE ARE WE TODAY?

As I complete this year's budget message to the Village Board and Citizens of our fine Community, I could not refrain from thinking about where we stood just one year ago. As a community, we were working our way through the most significant recession of our generation while looking forward into a very murky horizon.....all the while hoping for the best. This year's budget is not nearly as painful since it does not incorporate the severe budget reduction measures we needed to implement over the past few years. This budget proposes to maintain current service and staffing levels while slowly rebuilding our financial foundation. Over the past year, we have re-tooled the organization with fewer staff and learned to focus on the most important thing we do as a public organization---deliver customer service to our residents. To graphically represent the significant reduction in personnel over the past few years, I refer you directly to the graph found on the following page as I believe that says it all!

Reduced Staffing 15 positions or 16% of work force



We have also learned to accommodate deferred equipment replacement and maintenance of our facilities while generating more production out of our entire work force. Our residents and citizens have collectively been fantastic with this transition as they have been patient, understanding and supportive of our efforts. While we are not “out of the woods” with regard to the economy and potential action by the General Assembly, we have come a long way from last year. As your Chief Appointed Officer, I am proud that the Village Board acted with courage and discipline last year to restructure Mokena for the new economic realities we faced. I am equally proud of each and every employee that has worked honestly and faithfully for our Residents. Their collective commitment has enabled us to make it through the most difficult financial time in our history.

Our transition to the new budgetary order has not come without anxiety. While all employees along with the Board focused on providing basic services and doing the best job they could on a daily basis, the emotional impacts of lost jobs and co-workers is a reality. Although at times the past few years have been challenging, I respect those who have made difficult decisions and exerted more effort for the best interests of our customers. Our labor partners have been cooperative during these difficult times and Mokena’s supervisory and line personnel have “stepped up” to provide the best level of service possible given the current circumstances. Local

journalists have done an outstanding job of reporting on our budget process this year while helping keep our constituents and residents informed through their professional efforts.

Thanks to everyone that participated in this budget process!

The proposed 2011/2012 Budget could not have been compiled without the efforts of several individuals and work teams. My thanks are accorded to Barbara Damron, the Village's Finance Director for her continued diligence in difficult times. The entire Management Team which includes Police Chief Randy Rajewski, Public Works Director Lou Tiberi, Community Development Director Alan Zordan, Village Engineer Paul Pearson, Assistant Village Administrator Kirk Zoellner, ESDA Coordinator Greg McElyea, Administrative Assistant Judi Frieling, and their support Staffs have all contributed to the compilation of this Budget.

I would like to express my respect and thanks to Mayor Werner, Clerk Patt and Trustees: Engler, Labriola, Mazzorana, McGinn, Metanias, Richmond and Siwinski who were of significant assistance as they guided Staff through the consensus building process. As in years past, the proposed FY 12 budget was prefaced by good information, adequate time for the policy makers to consider the impacts of their likely decisions and a balanced decision making environment. Combined these ingredients are the most integral to any good budget process and this year proves to be another successful example of this public policy.

In Closing.....

Mokena residents have been understanding and supportive of our efforts to deal with the recession and I feel we may have forged a stronger bond with the community as a whole. Going through these difficult times together may be one of the most important indirect benefits of the new budgetary order. We have tried to remain flexible, adaptive and resilient with regard to balancing the economy and our ability to serve our customers. Each year we accept all of the unknowns as new budget realities and make the best of it. As the future unfolds, we will be prepared to move Mokena toward our goal of making it the best place to live, raise a family or operate a business in the Chicago region.

FY 2011/2012 Budget Message

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Respectfully submitted,

John W. Downs

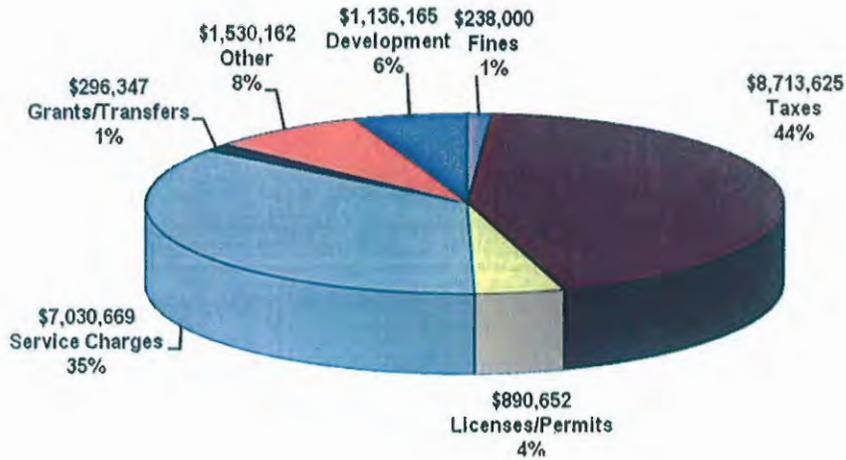
Village Administrator/Chief Budget Officer

Village of Mokena

BUDGET SUMMARY

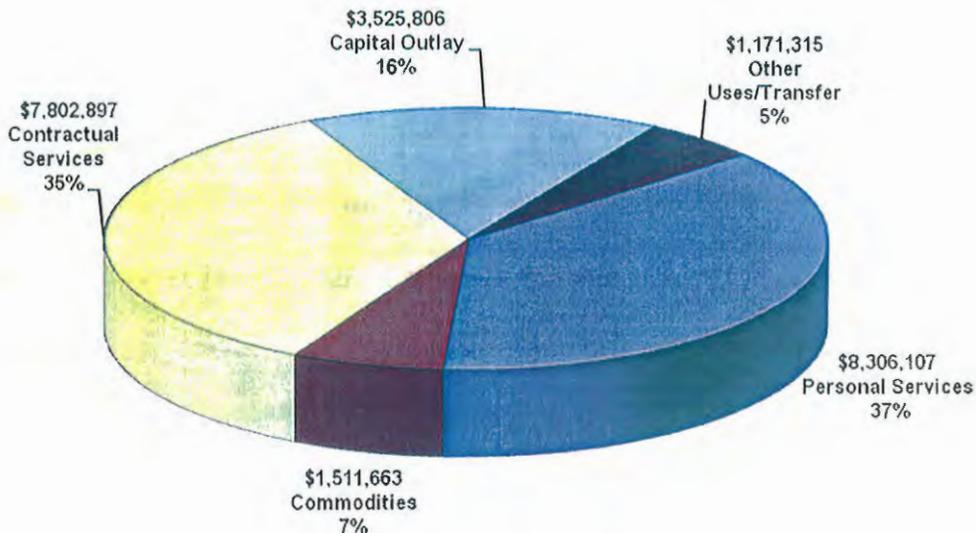
The total revenues for FY '12 are estimated to be \$19,835,620. Illustrated by the Pie Chart found below, one will be able to see the breakdown of revenues for the entire budget as indicated by major category.

TOTAL REVENUES



The total estimated expenditures for FY '12 are \$22,317,788. Illustrated by the Pie Chart found below, one will be able to see the breakdown of expenditures for the entire budget as indicated by major category.

TOTAL EXPENSES



**VILLAGE OF MOKENA
FISCAL 2012 BUDGET
SUMMARY OF ALL FUNDS**

	<u>Fund Name</u>	<u>Opening Cash Balance</u>	<u>Revenue</u>	<u>Expenses</u>	<u>Fund Balance</u>
01	General	\$ 2,168,125	\$ 8,109,354	\$ 8,109,357	\$ 2,168,122
02	Audit	16,764	6,310	5,300	17,774
04	Performance Bond	743,732	90,150	405,150	428,732
05	Tourism	30,429	33,150	53,343	10,236
06	Special Tax Allocation	7,305	13,678	7,400	13,583
07	School Crossing Guard	26,951	24,792	24,367	27,376
08	IMRF/FICA/MC Contribution	292,143	539,152	572,741	258,554
09	Police Pension	10,347,217	1,543,305	359,505	11,531,017
11	Motor Fuel Tax	418,471	583,442	532,026	469,887
15	Refuse	112,394	1,146,404	1,146,836	111,962
16	Water & Sewer: Operating Encumbered Bond Res.	1,656,452	5,450,521	5,647,948	1,459,025
17	Municipal Parking Lot	26,988	294,555	290,568	30,975
19	Sewer System Capital Improv.	649,763	89,973	97,107	642,629
20	Water System Capital Improv.	897,454	256,189	771,000	382,643
21	Sewer Plant Replacement	1,090,187	3,500	111,225	982,462
22	Plant Expansion	6,371,710	32,750	1,848,737	4,555,723
23	Capital Improvement, Repair and Replacement	4,101,513	1,618,395	2,335,178	3,384,730
	Totals	\$28,957,598	\$19,835,620	\$22,317,788	\$ 26,475,430

GENERAL FUND BUDGET SUMMARY

REVENUE

Current FY '11

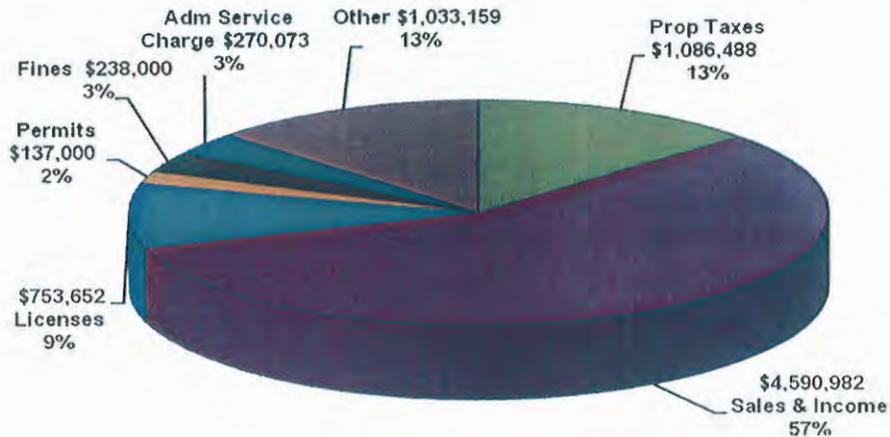
Estimated FY '11 Revenues are anticipated to be more than budget by approximately \$727K. This is primarily due to an increase in sales tax \$364K, state income tax \$300K, property tax \$42K, and franchise fees \$26K.

Proposed FY '12

Fiscal '12 Revenues are anticipated to increase by \$1.1M. This is primarily due to an increase in sales tax \$406K, state income tax \$50K, property tax \$98K, and a one-time transfer from a capital reserve account for deferred capital equipment and facility repairs \$570K.

Total anticipated General Fund Revenues for FY '12 are \$8,109,354. Illustrated by the Pie Chart found below, one will be able to see the breakdown of revenues for the entire General Fund as indicated by major category.

TOTAL REVENUES



EXPENSES

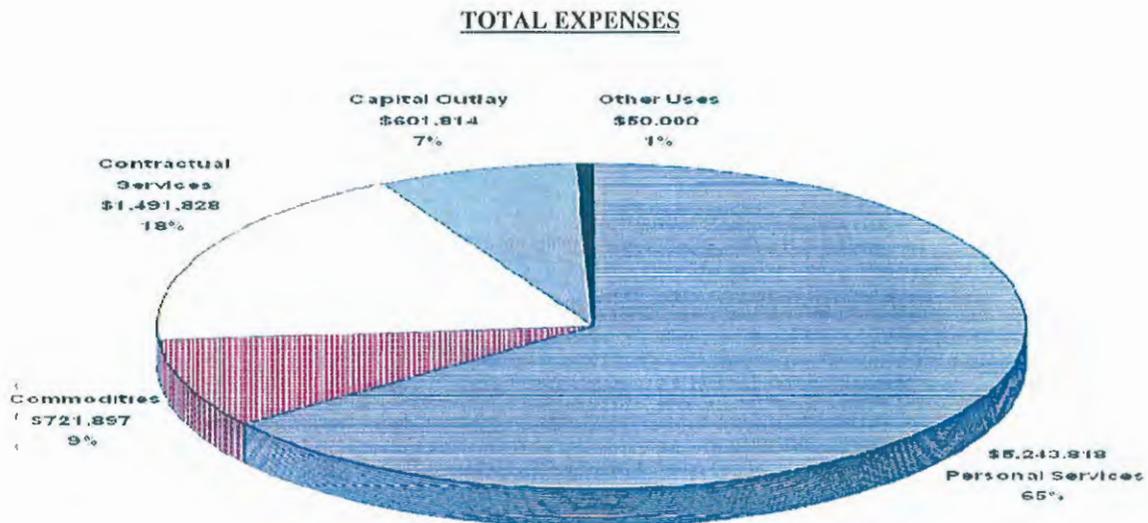
Current FY '11

The FY '11 General Fund Expenses are anticipated to be (\$99K) under appropriation. This is primarily due to continued cost containment measures that were implemented during the previous fiscal year.

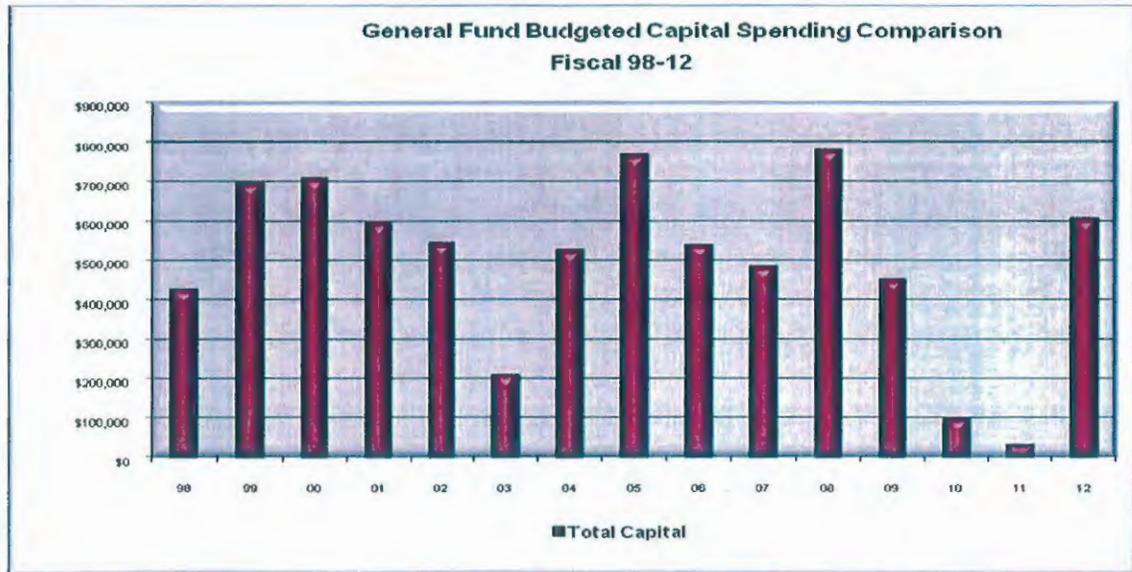
Proposed FY '12

FY '12 General Fund Expenditure levels are proposed to increase by approximately \$816K above FY '11 budget levels. This is associated with an increase in personal services of \$213K, which includes a 27th pay period that occurs every dozen years or so within a given fiscal year. This extra pay period adds \$145K toward the overall \$213K increase in the personal services category. In addition, \$570K is being budgeted for deferred capital equipment and facility repairs, which is being offset by the one-time transfer from the capital reserve account.

Total estimated General Fund expenditures for FY '12 are \$8,109,357. Illustrated by the Pie Chart found below, one will be able to see the breakdown of expenditures for the entire general fund as indicated by major category.



The chart found below depicts the General Fund capital spending patterns over the past fifteen years.



As one can see, FY '12 Capital Expenditures are \$573K above FY '11 budgeted levels. In FY '10 & FY '11 capital spending (like all other budget categories) had been reduced significantly to offset declining general fund revenues. In FY '12, a one-time transfer from the Water System Capital Improvement Fund for \$570K to the General Fund is scheduled to offset the deferred capital equipment and facility repair costs.

FUND BALANCE

Current FY '11

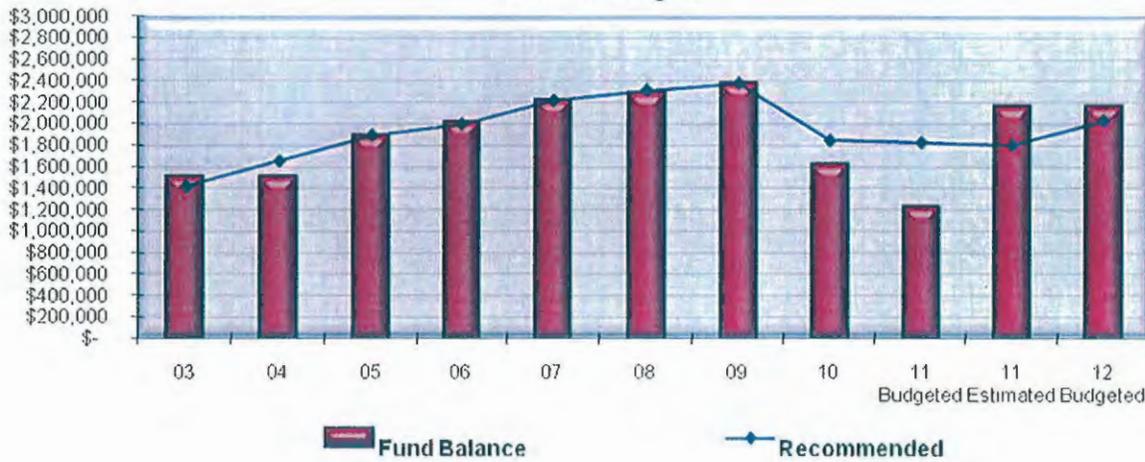
You will note the FY '11 General Fund estimated ending fund balance to be approximately \$2.2M. This is above the budgeted FY '11 balance by approximately (\$935K).

Proposed FY '12 The proposed year end FY '12 Proposed General Fund balance amount is approximately \$2.17M and \$141K above the Board's preferred guidelines of maintaining 25% of the annual expenditures.

Following you will note a graph depicting the budgeted general fund cash position for the last nine budget cycles along with proposed FY '12 levels. You will note, that historically, the Village has budgeted year end fund balances at/or above preferred levels with the exception of the two past budgets. During these fiscal years fund balance levels declined and were utilized as a revenue offset.

FUND BALANCE

**General Fund Balance Comparison
FY 03-12 Budgets**



As one can clearly identify from the above referenced graph, the proposed General Fund Balance for FY '12 is above the recommended level.

VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Taxes	\$ 5,607,410	4,684,479	5,160,683	5,872,631	5,719,270
Licenses	734,447	728,979	721,862	743,777	753,652
Permits	217,488	162,368	182,000	146,200	137,000
Intergovernmental Revenue - State	94,435	20,742	20,837	20,743	18,879
Intergovernmental Revenue - Local	254,497	259,586	264,777	264,777	270,073
Exaction Fees	-	-	-	-	-
Fines	361,090	329,411	291,500	234,470	238,000
Other Revenue	1,735,809	430,085	367,608	453,443	972,480
Total Revenue	\$ 9,005,176	6,615,650	7,009,267	7,736,041	8,109,354
Opening Cash Balance	\$ 2,876,879	\$ 2,382,341	\$ 1,516,648	\$ 1,626,467	\$ 2,168,125
Total Available for Spending	\$ 11,882,055	8,997,991	8,525,915	9,362,508	10,277,479

<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Legislative	\$ 108,611	83,170	63,048	85,575	64,037
Administrative	2,870,076	1,606,665	1,789,852	1,697,862	1,832,517
Fire & Police Commission	2,279	16,513	4,375	1,269	13,575
Police Department	3,949,499	3,774,702	3,657,921	3,739,666	4,051,034
Community Development	704,550	497,347	470,413	434,034	483,511
Village Clerk	8,829	9,606	10,845	7,005	10,816
Street Department	1,375,107	1,047,212	987,958	935,651	1,265,210
Buildings & Grounds Department	413,529	280,933	243,795	233,356	306,059
Cable TV Commission	8,518	8,282	9,050	9,400	11,050
E.S.D.A. Department	58,716	47,094	55,692	50,565	71,548
Total Appropriations	\$ 9,499,714	7,371,524	7,292,949	7,194,383	8,109,357
Ending Fund Balance	\$ 2,382,341	1,626,467	1,232,966	2,168,125	2,168,122

VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Revenue [01]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
200	<u>Taxes</u>					
2010	Property Tax (See Footnote)	\$ 311,065	290,130	336,241	359,645	433,245
2030	Sales Tax	3,224,017	2,837,382	2,817,295	3,181,430	3,222,962
2050	State Income Tax	1,492,117	877,897	1,317,513	1,618,088	1,368,020
2060	Road & Bridge Allocation	532,502	640,483	651,634	670,753	653,243
2070	Automobile Rental Tax	13,629	12,151	12,000	17,100	16,800
2090	Amusement Tax	34,080	26,436	26,000	25,615	25,000
	Total	\$ 5,607,410	4,684,479	5,160,683	5,872,631	5,719,270
210	<u>Licenses</u>					
2110	Liquor	\$ 45,750	44,450	40,700	42,750	40,550
2120	Vehicle	148,860	143,430	144,700	142,500	142,500
2130	Business	27,144	28,512	27,360	28,620	27,720
2140	Franchise	388,681	392,094	390,400	416,000	427,100
2150	Contractors	111,600	105,600	105,000	100,000	102,000
2190	Other	12,412	14,893	13,702	13,907	13,782
	Total	\$ 734,447	728,979	721,862	743,777	753,652
220	<u>Permits</u>					
2210	Building	\$ 138,975	91,654	97,000	91,000	89,000
2230	Solicitors	150	-	-	-	-
2290	Other	78,363	70,714	85,000	55,200	48,000
	Total	\$ 217,488	162,368	182,000	146,200	137,000
	<u>Intergovernmental</u>					
240	<u>Revenue - State/County</u>					
2450	Capital Grants	\$ 94,435	20,742	20,837	20,743	18,879
2490	Other Intergovernmental Revenue	-	-	-	-	-
	Total	\$ 94,435	20,742	20,837	20,743	18,879
	<u>Intergovernmental</u>					
250	<u>Revenue - Local</u>					
2510	Interfund Service Charges	\$ 254,497	259,586	264,777	264,777	270,073
254	<u>Exaction Fees</u>					
2560	Contributions	\$ -	-	-	-	-

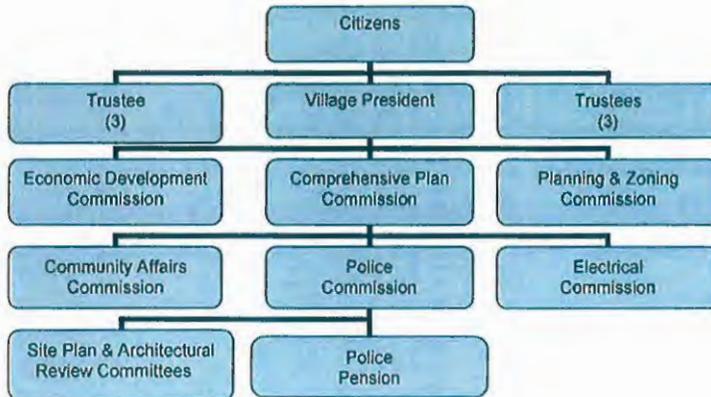
VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Revenue [01]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
280	Fines					
2810	Court	\$ 242,721	193,058	185,500	123,000	123,000
2820	Parking	39,249	34,226	32,000	50,000	55,000
2880	Other	79,120	72,909	69,000	50,000	55,000
2890	Asset Forfeiture	-	29,218	5,000	11,470	5,000
	Total	\$ 361,090	329,411	291,500	234,470	238,000
290	Other Revenue					
2910	Interest Earnings	\$ 28,404	25,513	13,000	16,000	18,000
2920	Rental Income	179,428	187,234	200,651	200,943	209,985
2930	Donations	500	3,050	-	26,000	-
2940	Interfund Revenue	7,166	4,728	4,000	4,800	575,150
2960	Public Hearing/Development Fees	28,285	23,185	20,100	25,000	20,100
2970	Miscellaneous Income	227,026	186,375	129,857	180,700	149,245
2990	Bond Proceeds	1,265,000	-	-	-	-
	Total	\$ 1,735,809	430,085	367,608	453,443	972,480
	Revenue Grand Total	\$ 9,005,176	6,615,650	7,009,267	7,736,041	8,109,354
	Opening Cash Balance (Including Investments)	\$ 2,876,879	2,382,341	1,516,648	1,626,467	2,168,125
	Total Available for Spending	\$ 11,882,055	\$ 8,997,991	\$ 8,525,915	\$ 9,362,508	\$ 10,277,479

Footnote: The revenues derived in line item 01.200.2010 based on the 2010 tax levy as extended by the Will County Clerk for General Corporate purposes will be used to fund line items 01.101.3060, 01.101.3270 and 01.101.3630 in the Administrative Department and line item 01.105.3630 in the Community Development Department.

Legislative Branch

Fiscal Year '12



Summary of Basic Function

The Legislative Department of the Village includes all functions relating to the Village President and Board of Trustees. This includes Village wide Legislative and Policy efforts.

The Village President and Six Trustees are elected at large on a staggered basis. According to the Mokena Village Code, "this Board shall be the legislative department of the Village Government, and shall perform such duties and have such powers as may be delegated by Statute to it."

The Village President is Chief Elected Officer of the Village and presides over all meetings. The Village Board meets in formal session the 2nd and 4th Monday of every month.

The Village President, with advice and consent of the Board, appoints members to the Planning and Zoning Commission, Economic Development Commission, Comprehensive Plan Commission, Community Affairs Commission, Police Commission, Site Plan & Architectural Review Committees, Electrical Commission, Police Pension Board and other ad hoc commissions from time to time. Below are descriptions of each formal committee.

- **Planning Commission:** This (9) member Commission meets on a monthly basis and reviews pending development and annexation proposals for the Village of Mokena. Members address

proposed developments and annexations from a planning perspective by comparing the proposed land use to the Village's Comprehensive Land Planning Documents. The Commission formally votes and makes recommendations to the Village Board of Trustees.

- **Zoning Board of Appeals:** This Board is required by State Statute with individuals appointed to staggered terms by the Village President with advice and consent of the Village Board. All seven members are also on the Planning Commission and review zoning issues for proposed developments and annexations to the Village of Mokena. In addition, the Board evaluates variance and special use zoning requests. The final determination regarding variance requests are concluded by the Zoning Board of Appeals while zoning recommendations are forwarded to the Village Board for final review and determination.
- **Economic Development Commission:** This Commission focuses on enhancing economic development in the Community and advises the Village Board on various programs that would improve the economic viability of the Community. This Commission meets on a monthly basis and the activities are coordinated through the Community/Economic Development Coordinator.
- **Comprehensive Plan Commission:** This Commission meets infrequently and reviews any pending changes being considered concerning the Village's comprehensive land use plan. The Commission makes advisory recommendations to be considered formally by the Mokena Village Board of Trustees.
- **The Community Affairs Commission:** This Commission consists of 11 people appointed by the Village President with the advice and consent of the Board of Trustees. Commission members serve one-year terms. The Commission, which represents a recent merger of the Environmental Commission and Downtown Committee, is dedicated to improving community volunteer opportunities along with increased public awareness of various programs and the people who organize them.
- **Police Commission:** This Commission is responsible for the selection, appointment, promotion, discipline and dismissal of the municipality's full time sworn police officers.
- **Site Plan Review Committee:** This Committee meets to review non-residential development site plans with the goal of enhancing the overall aesthetics and functionality of business site development. This committee meets on an as needed basis.
- **Architectural Review Committee:** This is a subcommittee of the Site Plan Review Committee charged with reviewing non-residential architectural elevations and other aspects of development.
- **Electrical Commission:** This purpose of this Commission is to review ordinances pertaining to electrical codes and make recommendations to the Village Board for changes, alterations or maintaining the status quo.
- **Police Pension Board:** Two of the four current members are appointed by the Village President with advice and consent of the Village Board. These members oversee the investment of Police Pension Fund Reserves.

STATUS OF GOALS FOR FY '11

1. Adopt incremental strategy to address a utility extension plan into Sunny Acres. **(D)**
2. Draft monthly article for Mokena Messenger newspaper. **(C/100%)**
3. Conduct 12th annual State of the Village address. **(C/100%)**
4. Conceptually evaluate revenue alternatives. **(D)**
5. Initiate conceptual discussions regarding preliminary site plans and building layout for public safety facility. **(D)**
6. Initiate conceptual discussions regarding Village Hall issues. **(D)**

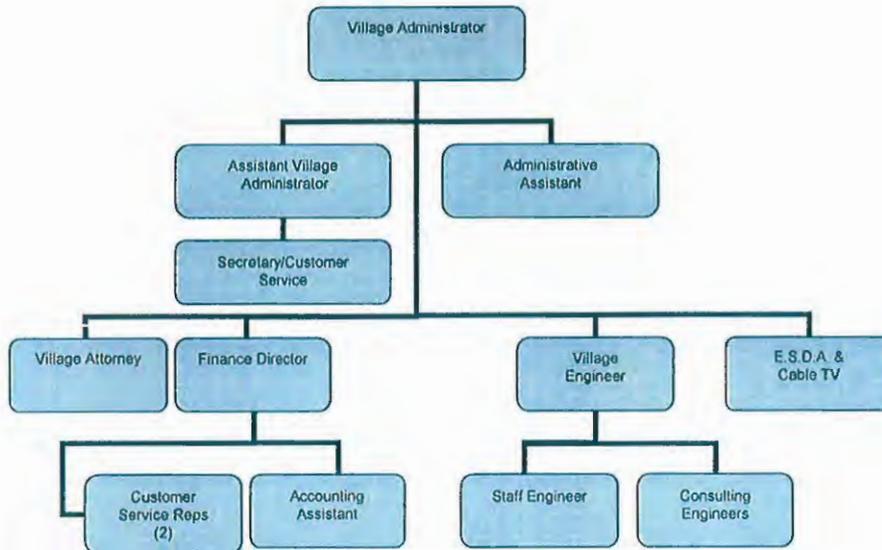
SIGNIFICANT GOALS FOR FY '12

1. Draft monthly article for Mokena Messenger newspaper.
2. Conduct 13th annual State of the Village address.
3. Adopt incremental strategy to address a utility extension plan into Sunny Acres.
4. Conceptually evaluate revenue alternatives
5. Initiate conceptual discussions regarding preliminary site plans and building layout for public safety facility.
6. Initiate conceptual discussions regarding potential strategies for the Village Hall.
7. Review comprehensive water and sewer rate assessment.
8. Review electrical aggregation alternatives and determine if a future referendum question is warranted.
9. Coordinate location and construction of historical mural.
10. Coordinate financial contributions and fireworks program.

VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Dept: Legislative [01-100]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
<u>Personal Services</u>						
3020	Salaries (Part Time)	\$ 36,424	34,597	35,025	35,025	34,500
<u>Commodities</u>						
3230	Conferences, Mtgs. & Seminars	\$ 2,686	498	1,750	1,000	1,750
3240	Membership Dues	29,676	19,588	20,142	19,674	22,756
3260	Publications	-	-	-	-	-
3290	Printing	-	-	-	-	-
3420	Donations	685	-	-	-	-
3440	Miscellaneous	-	-	100	-	100
3450	Public Relations	38,964	28,311	5,775	29,700	4,675
	Total	\$ 72,011	48,397	27,767	50,374	29,281
<u>Contractual Services</u>						
3710	Legal Advertising	\$ -	-	-	-	-
3780	Telephone	-	-	-	-	-
3860	Other Contractual Services	176	176	176	176	176
3870	Auto Mileage & Expense Reimb.	-	-	80	-	80
	Total	\$ 176	176	256	176	256
	Total Operating Expenses	\$ 108,611	83,170	63,048	85,575	64,037
<u>Capital Outlay</u>						
4020	Improvements - Other	\$ -	-	-	-	-
4040	Machinery & Equipment	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ -	-	-	-	-
	Total Appropriations	\$ 108,611	83,170	63,048	85,575	64,037

Administrative Department Fiscal Year '12



SUMMARY OF BASIC FUNCTIONS

The Administrative Department coordinates finances and other organizational wide matters. The Village Administrator is the Chief Administrative Officer employed by the Village President and Board of Trustees to manage the day to day operations of the Government. All Department Heads and Consultants are responsible to coordinate their activities with the Village Administrator or his/her designee. Additionally, the Village Administrator acts as the Chief Budget Officer and is responsible for the interpretation, advisement and supervision of Board Policy. The Assistant Village Administrator reports directly to the Village Administrator. He serves as the Village's risk manager, and as its public information and media relations officer. In addition, the Assistant Village Administrator oversees the Village's building projects, negotiates cellular leases and cable franchise agreements, manages the Village's website, serves as the FOI Officer, manages the Village's foreclosed and vacant structures program, coordinates special projects, handles complex customer inquiries and concerns, and provides staff support to the Community Affairs and Economic Development Commissions.

The Finance Director supervises accounting and reporting tasks associated with Village finances. These tasks include: forecasting revenues and expenditures, monitoring investments and cash reserves, overseeing accounts receivable/payable, payroll and formulating the Village's Tax Levy. Additionally, the Finance Director oversees General Office Operations, the computer system, and assists the Village Administrator with the

supervision of Personnel records management along with preparation and day-to-day management of the budget.

The Administrative Assistant maintains and oversees the production of "Board Correspondence". This person supervises the daily scheduling affairs of both the Mayor and Village Administrator. Additionally, this position is responsible for performing research, organizing projects and coordinating responses to formal citizen inquiries to the Village President, Board and Village Administrator. The Administrative Assistant also serves as Deputy Clerk to the Elected Village Clerk.

The Village Engineer reports to the Village Administrator. The position supervises and oversees Village related engineering functions including; capital projects, subdivision development/inspection, capital improvement plans, consulting contracts and all other engineering issues. The Village Engineer also oversees various consulting engineers employed by the Village to perform a multitude of other engineering services. The Staff Engineer reports directly to the Village Engineer providing technical support and is responsible for the inspection of all new public improvements within new developments. This person will also inspect Village construction projects which include sewer, water and storm water system rehabilitation and extensions. This person also prepares and inspects all Road Maintenance Projects as well as responds to local drainage complaints. In addition, the Staff Engineer provides building and site inspection support.

The position of Accounting Assistant is responsible to the Finance Director. This person is responsible for maintaining accurate accounting records regarding accounts payable/receivable and utility billings. Two Customer Service Representatives are responsible for service and responsiveness through counter service and telephone interaction. These positions are also responsible to the Finance Director. A full time Administrative Secretary provides support to the Assistant Village Administrator while also performing Customer Service functions.

The ESDA Coordinator manages the Emergency Services Disaster Agency. This volunteer organization has the responsibility to provide an emergency preparedness plan for the Village Government. This will ensure safety and a well-devised course of action in case of a catastrophe. All costs affiliated with employment of the E.S.D.A. Director are budgeted for in the E.S.D.A. Departmental Budget. Cable TV is primarily comprised of a group of volunteers who broadcast Mokena Board meetings and special events on a year round basis.

The Village of Mokena contracts annually for both Engineering and Legal Services. Mokena has enjoyed a long-standing relationship with the McKeown, Fitzgerald, Zollner, Buck, Hutchison and Ruttle, law firm. From time to time the Village may utilize other legal firms if a particular area of legal expertise is required.

STATUS OF GOALS FOR FY '11

Administrative/Finance

1. Oversee and file annual audit. (C/100%)
2. Prepare and file annual treasurer's report. (C/100%)
3. Prepare and file 2010 property tax levy. (C/100%)
4. Prepare annual Fiscal 2012 Budget. (C/100%)
5. Present preliminary public safety site and building concepts. (D)
6. Present preliminary concepts of rehabilitating or constructing a new Village Hall at the current site. (D)
7. Evaluate account receivables and consider formulation of amnesty program. (A)
8. Review and update personnel policies manual. (C/100%)
9. Renegotiate labor agreement with Teamsters Local 700. (C/100%)
10. Renegotiate Labor agreement with Local 150. (C/100%)
11. Advance commuter parking rate increase with Metra. (C/100%)
12. Research revenue alternatives. (C/100%)
13. Coordinate renegotiated water contract terms with Oak Lawn through 5 member consortium. (CU/50%)

Engineering Services

1. Design and construct the FY 2011 Street Maintenance Program with construction completed during fall of 2010. (C/100%)
2. Oversee the construction of the street lighting at US route 30 and Wolf Road. (C/100%)
3. Coordinate the construction of the Illinois Department of Transportation's improvements for the widening of US Route 30 from Prestancia Drive to Owens road. (CU/5%)
4. Coordinate the construction of the Illinois Department of Transportation's traffic signal improvements at US Route 30 and Owens Road. (D)
5. Provide technical support for long range transportation planning. (C/100%)

6. Oversee the construction for the eastbound to southbound right turn lane at the intersection of LaPorte Road and Wolf Road. (C/100%)
7. Coordinate the Phase I Engineering for improvements at the intersection of 191st Street and 80th Avenue with the Will County Department of Highways and the Village of Tinley Park. (CU/10%)
8. Continue active participation in the Hickory Creek Watershed Planning Group. (C/100%)
9. Coordinate construction of traffic signals with Will County Highway Department at Townline/Francis and Schoolhouse/Francis. (C/100%)
10. Oversee completion of the public improvements in Boulder Ridge, The Bridges of Mokena and Prairie Ridge. (CU/70%)
11. Present and facilitate incremental plan to extend utilities into Sunny Acres. (CU/50%)

SIGNIFICANT GOALS FOR FY '12

Administrative/Finance

1. Oversee and file annual audit.
2. Prepare and file annual treasurer's report.
3. Prepare and file 2011 property tax levy.
4. Prepare annual Fiscal 2013 Budget.
5. Present preliminary public safety site and building concepts.
6. Present preliminary concepts of rehabilitating or constructing a new Village Hall at the current site.
7. Renegotiate labor agreement with Teamsters Local 700.
8. Renegotiate labor agreement with Local 150.
9. Conduct comprehensive analysis regarding (non-economic driven) revenue sources.
10. Conduct strategic utility rate assessment for water and sewer operations.
11. Coordinate renegotiated water contract terms with Oak Lawn through 5 member consortium.

12. Fully implement commuter parking improvement plan.
13. Initiate strategic discussions with Metra regarding future improvements to Hickory Creek station.
14. Negotiate new cable franchise agreement with Comcast.
15. Implement expanded web broadcasting capabilities.

Engineering Services

1. Design and construct the FY 2012 Street Maintenance Program with construction completed during fall of 2011.
2. Coordinate the construction of the Illinois Department of Transportation's improvements for the widening of US Route 30 from Prestantia Drive to Owens Road.
3. Coordinate the construction of the Illinois Department of Transportation's traffic signal improvements at US Route 30 and Owens Road.
4. Provide technical support for long range transportation planning.
5. Coordinate the Phase I Engineering for improvements at the intersection of 191st Street and 80th Avenue with the Will County Department of Highways and the Village of Tinley Park.
6. Continue active participation in the Hickory Creek Watershed Planning Group.
7. Oversee completion of the public improvements in Boulder Ridge, The Bridges of Mokena and Prairie Ridge.
8. Present and facilitate incremental plan to extend utilities into Sunny Acres.
9. Development and implement a sign assessment and management method to meet the requirements of the new MUTCD standards for retroreflectivity.
10. Evaluate and update the current pavement condition evaluation for the Village's roadways.
11. Research alternative methods and strategies for local road maintenance.

VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Dept: Administrative [01-101]

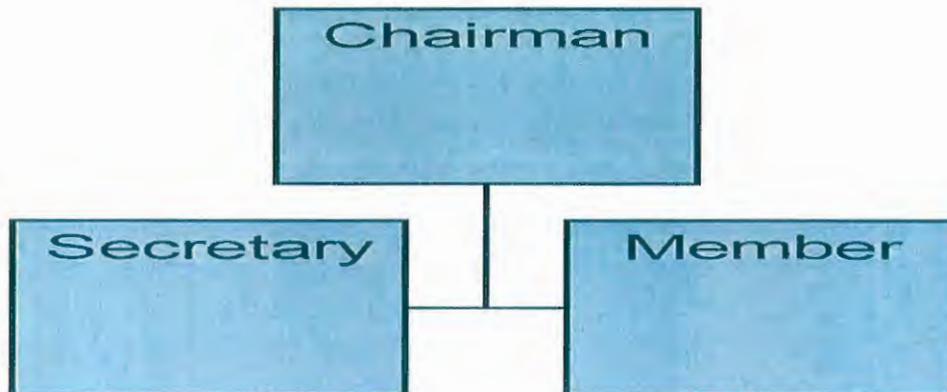
		Actual Fiscal '09	Actual Fiscal '10	Budgeted Fiscal '11	Estimated Fiscal '11	Board App. Fiscal '12
<u>Personal Services</u>						
3010	Salaries (Full Time)	\$ 594,737	595,472	580,597	580,597	617,999
3020	Salaries (Part Time)	2,411	30	-	-	-
3030	Salaries (Overtime)	1,350	482	-	-	-
3040	Unemployment Contribution	7,346	5,088	8,388	8,023	13,802
3060	Worker's Compensation	213,378	147,258	207,340	203,714	170,321
3100	Hospital/Life Insurance	117,869	112,442	111,227	119,359	119,518
	Total	\$ 937,091	860,772	907,552	911,693	921,640
<u>Commodities</u>						
3210	Office Supplies	\$ 26,549	16,324	12,000	10,500	12,000
3220	Postage	12,864	12,071	15,095	12,700	13,895
3230	Conferences, Mtgs. & Seminars	3,070	672	1,910	1,900	2,330
3240	Membership Dues	3,370	2,182	3,587	3,528	3,622
3250	Professional Development	2,079	477	585	27	585
3260	Publications	934	972	870	907	920
3270	Liability Insurance	140,543	132,574	170,873	170,867	166,377
3290	Printing	2,904	3,444	4,550	4,740	4,710
3300	Vehicle Expense (Gas)	2,269	2,354	3,000	2,750	4,500
3320	Maint: Vehicles & Motor Equip.	1,146	1,551	1,500	1,200	1,500
3440	Miscellaneous	-	-	200	-	200
3450	Public Relations	12,981	-	-	-	-
3510	Equipment	153	-	250	150	250
3520	Furniture	-	-	-	-	-
	Total	\$ 208,862	172,621	214,420	209,269	210,889
<u>Contractual Services</u>						
3620	Engineering Services	\$ 2,257	70	3,500	200	3,500
3630	Legal Services	190,689	141,098	175,000	120,000	150,000
3690	Computer Program./Maint.	27,777	14,596	22,250	18,100	22,650
3710	Legal Advertising	-	-	-	-	-
3750	Public Officials Ins./Bonding	-	1,179	-	-	-
3780	Telephone	11,380	11,388	11,612	11,000	11,928
3790	Comm./Office Machine Maint.	3,048	2,526	2,400	2,570	2,600
3850	Equipment Leasing	2,347	2,511	2,311	2,311	2,311
3860	Other Contractual Services	42,077	22,451	27,569	27,150	27,580
3870	Auto Mileage & Expense Reimb.	700	416	330	150	335
3890	Bond Principal	70,000	95,000	95,000	95,000	100,000
3900	Bond Interest	33,814	32,709	36,708	36,708	34,570
3901	Bond Issuance Costs	25,307	-	-	-	-
3950	Contractual Payments	98	98	100	98	100
3980	Rebates	78,192	246,403	291,100	263,613	229,414
	Total	\$ 487,686	570,445	667,880	576,900	584,988
	Total Operating Expenses	\$ 1,633,639	1,603,838	1,789,852	1,697,862	1,717,517

VILLAGE OF MOKENA
 Fiscal 2012 Budget: General Fund
 Dept: Administrative [01-101]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
<u>Capital Outlay</u>						
4040	Machinery & Equipment	\$ -	2,827	-	-	65,000
4060	Land Acquisition	-	-	-	-	-
4080	Vehicle Acquisition	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ -	2,827	-	-	65,000
<u>Other Financing Uses</u>						
4260	Interfund Transfers	\$ -	-	-	-	-
4280	Contingencies	-	-	-	-	50,000
4300	Payment to Refunding Escrow	1,236,437	-	-	-	-
	Total	\$ 1,236,437	-	-	-	50,000
	Total Appropriations	\$ 2,870,076	1,606,665	1,789,852	1,697,862	1,832,517

Board of Fire & Police Commission

Fiscal Year '12



SUMMARY OF BASIC FUNCTION

Division 2.1 of Article 10 of the Illinois Municipal Code requires that all municipalities that have populations of 5,000 or more residents establish and maintain a Board of Fire and Police Commissioners. This Commission is then charged with the selection, appointment, promotion, discipline and dismissal of the municipality's full-time sworn police officers and fire fighters (where applicable).

The Board of Fire and Police Commissioners consists of three members. All members of the Commission must be residents of the Village, and are appointed to their offices on staggered three-year terms. The Village President, with the advice and consent of the Village Board of Trustees, appoints the members of the commission.

The Chairman of the Commission presides over all meetings. The Secretary of the Commission is responsible for meeting minutes, forms, papers, books, seal and the records of the Commission.

By statutory obligation of the Board of Fire and Police Commissioners must hold an annual meeting each July to elect its officers and conduct whatever business may come before the Commission. Additionally, the Commission may hold other meetings as might be necessary, upon the call of the Chairman

STATUS OF GOALS FOR FY '11

1. Review and update the local Rules & Regulations of the Commission as needed. **(C/100%)**
2. Attend the Illinois Fire & Police Commissioners Training Conference in order to maintain a current working knowledge of legislative changes pertaining to the recruitment, employment, retention and termination of Police Officers. **(C/100%)**
3. Review and update Police Commission Files pursuant to State Statute and Village Policy. **(C/100%)**
4. Explore alternate sources of Board of Fire and Police Commissioners training courses. **(C/100%)**
5. Explore alternate vendors for Patrol Officer and Promotional testing. **(C/100%)**

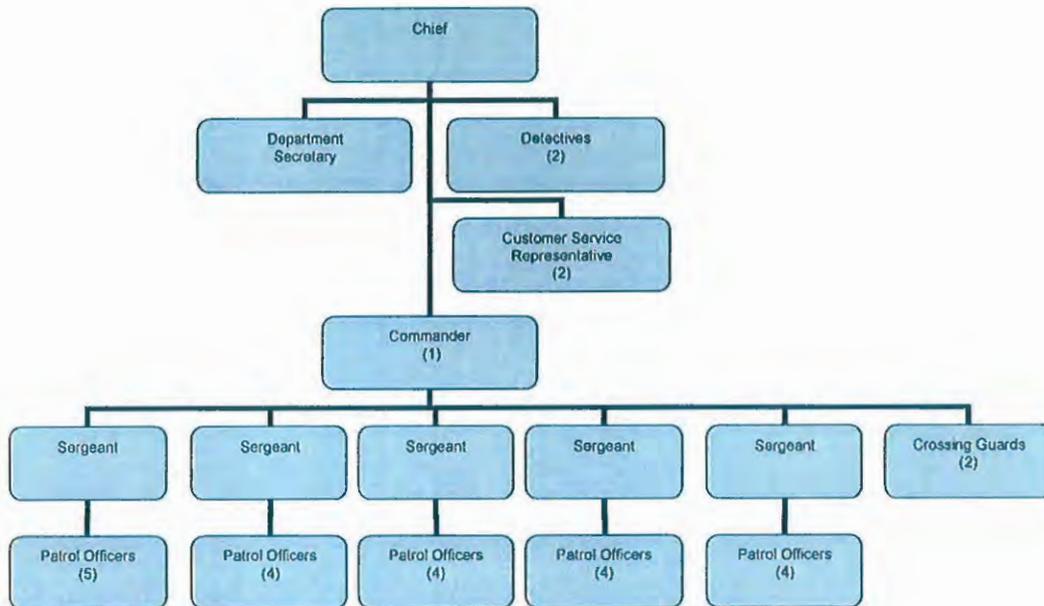
SIGNIFICANT GOALS FOR FY '12

1. Formulate a new Patrol Officer Eligibility Register, as required by State Statute, to succeed the current Register that will expire during Fiscal-Year 2012.
2. Review and update the local Rules & Regulations of the Commission as needed.
3. Attend the Illinois Fire & Police Commissioners Training Conference in order to maintain a current working knowledge of legislative changes pertaining to the recruitment, employment, retention and termination of Police Officers.
4. Review and update Police Commission Files pursuant to State Statute and Village Policy.
5. Explore an alternate vendor for Promotional testing.

VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Dept: Fire & Police Commission [01-103]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
<u>Personal Services</u>						
3020	Salaries (Part Time)	\$ 410	2,550	1,700	530	1,700
<u>Commodities</u>						
3230	Conferences, Mtgs. & Seminars	\$ 617	-	500	364	-
3240	Membership Dues	375	375	375	375	375
3250	Professional Development	-	-	200	-	200
3260	Publications	-	127	100	-	100
3510	Equipment	-	86	-	-	-
3520	Furniture	877	-	-	-	-
	Total	\$ 1,869	588	1,175	739	675
<u>Contractual Services</u>						
3630	Legal Services	\$ -	-	1,500	-	1,500
3640	Physical Exams	-	-	-	-	-
3650	Testing & Psych. Exams	-	11,744	-	-	8,000
3710	Legal Advertising	-	1,631	-	-	1,700
	Total	\$ -	13,375	1,500	-	11,200
	Total Operating Expenses	\$ 2,279	16,513	4,375	1,269	13,575
<u>Capital Outlay</u>						
4040	Machinery & Equipment	\$ -	-	-	-	-
	Total Capital	\$ -	-	-	-	-
	Total Appropriations	\$ 2,279	16,513	4,375	1,269	13,575

Police Department Fiscal Year '12



SUMMARY OF BASIC FUNCTION

The Police Department is the division of Mokena's local government that is responsible for the protection of life and property. This responsibility is accomplished through community-based methods including problem identification, communication with residential and business communities, as well as more traditional methods of enforcement of laws and ordinances.

The Chief of Police is the primary administrative officer of the Department, responsible for compiling and administering the Department Budget, formulating policies and procedures; and formulating, implementing and communicating new programs and philosophies to the Department's personnel. The Chief reports on a direct basis to the Village Administrator.

The Commander assists the Chief with the management of the Department and the implementation and communication of new philosophies. He serves as the senior operating

officer of the Department: overseeing the day-to-day operations of the Police Department. In addition to serving as Acting Chief of Police in the Chief's absence, the Commander also prepares the monthly work schedules, assists with completion of the Department's payroll, and manages all civilian employees of the Department.

The Sergeants (5) are the Department's first-line Supervisors who assist the Patrol Officers under their Supervision in reaching out to the community, providing direction to Patrol Officers, and establishing a rapport with the residential and business segments of the community through a variety of community-based policing programs.

The Detectives (2) are responsible for a range of duties that include conducting investigations of criminal offenses and traffic crashes that result in serious injury or death, forwarding reports and information to the State's or Village Attorney's Offices, serving arrest warrants, search warrants, subpoenas, summonses, and investigating offenses involving children.

The Department Secretary (1) and Customer Service Representatives (2) provide the support function of the Department. They are responsible for walk-in customer service and the administrative and clerical tasks that are generated daily.

Through its community-based policing philosophy the Department actively solicits requests for police service from the citizens of the Village and looks to the community to assist with setting a portion of the Department's agenda, deploys police officers for non-emergency interaction with the community, and expects the line-level police officers to identify and attempt to remedy problems within the community.

During Fiscal-Year 2012 the Police Department will be staffed by a minimum of (35) employees. Of these, (30) will hold sworn full-time status holding state certifications that are issued by the Illinois Local Governmental Law Enforcement Officers Training Board. The remaining employees of the Department are civilian personnel consisting of clerical staff and crossing guards.

The Police Department provides the following services within the corporate limits of the Village on a 24-hour per day, 365-day per year basis:

- *Crime Prevention, through community awareness and education programs*
- *Arbitration and resolution of neighborhood and family disputes*
- *Apprehension and conviction of law and ordinance violators*
- *Preventative patrols of the community*
- *Enforcement of traffic laws*

Each work shift is staffed by a Supervisor (Commander or Sergeant) who provides back-up, Supervisory assistance and guidance to the Patrol Officers; who are assigned to specific areas or patrol beats within the community.

STATUS OF GOALS FOR FY '11

1. Maintain basic community-relations based programs including: Child Safety Seat Inspections, D.A.R.E., Safe Ride, and Student Government Day. **(C/100%)**
2. Maintain local Homeland Security and Public Safety initiatives in the Village of Mokena by: expanding Village-wide security initiatives where possible around critical infrastructure or key Village facilities, and maintaining National Incident Management System training initiatives. **(C/100%)**
3. Coordinate with the Illinois Liquor Control Commission an alcoholic beverage "over-service" and "underage" training program for employees and Liquor License holders in the Village of Mokena. **(C/100%)**
4. Enhance the Village's Local Adjudication Programs by evaluating web based service options that would allow for streamlined operations from within the courtroom and additional payment options for violators & customers. **(C/100%)**
5. Provide technical support for remaining design work on the future Mokena Police/ESDA Public Safety Facility and review with Village Board for future long range planning considerations. **(C/U 75%)**
6. Pursue available Grant opportunities in light of economic conditions relative to 9-1-1 Communications Equipment, Bullet Proof Vest Recovery and Tobacco Enforcement measures. **(C/100%)**
7. Provide technical support and assistance to the Lincolnway Public Safety Communications Center for upcoming contract negotiations with unionized labor. **(C/100%)**
8. Evaluate the migration from ALERTS to IWIN in order to enhance mobile data technology and improve communications between the Lincolnway Public Safety Communications Center and squad cars patrolling the Village. **(C/100%)**
9. Complete the public education and enforcement requirements of the PEERS Phase 6 Railroad Grant provided by the Illinois Commerce Commission and the Federal Railroad Administration. **(C/100%)**

SIGNIFICANT GOALS FOR FY '12

1. Provide technical support for remaining design work on the future Mokena Police/ESDA Public Safety Facility and review with Village Board for future long range planning considerations.
2. Maintain basic community-relations based programs including: Child Safety Seat Inspections, D.A.R.E., and Safe Ride.
3. Maintain local Homeland Security and Public Safety initiatives in the Village of Mokena by: expanding Village-wide security initiatives where possible around critical infrastructure or key Village facilities, and maintaining National Incident Management System training initiatives.
4. Coordinate with the Illinois Liquor Control Commission an alcoholic beverage "over-service" and "underage" training program for employees and Liquor License holders in the Village of Mokena.
5. Pursue available Grant opportunities in light of economic conditions relative to 9-1-1 Communications Equipment, Bullet Proof Vest Recovery, Tobacco Enforcement and police staffing initiatives.
6. Complete the public education and enforcement requirements of the PEERS Phase 7 Railroad Grant provided by the Illinois Commerce Commission and the Federal Railroad Administration.
7. Implement a permanent Prescription Drug Recycling drop off site at the Mokena Police Department for Village residents to discard unwanted medications.
8. Give Village residents the ability to view local crime information through a web based program that manages crime data through an interface of interactive graphs, maps, charts, reports and visualizations.
9. Coordinate all Village of Mokena initiatives necessary to meet the Federal Communications Commission's requirements for all VHF radio frequency re-banding deadlines.
10. Provide technical assistance for the installation of an Advanced Real Time Video Information System to be installed in the Hickory Creek Commuter Parking Facility.
11. Evaluate and institute a LiveScan fingerprint system directly connecting the Mokena Police Department to the Illinois State Police Bureau of Identification Services in order to get real time identification of individuals fingerprinted.

VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Dept: Police [01-104]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Personal Services						
3010	Salaries (Full Time)	\$ 2,429,547	2,429,221	2,376,427	2,466,291	2,443,245
3020	Salaries (Part Time)	14,328	15,168	5,626	5,477	-
3030	Salaries (Overtime)	154,382	146,472	134,380	146,883	149,365
3031	Salaries (Holiday Pay)	69,636	63,321	68,070	69,000	71,595
3100	Hospital/Life Insurance	502,930	474,457	469,188	475,383	521,546
	Total	\$ 3,170,823	3,128,639	3,053,691	3,163,034	3,185,751

Commodities						
3230	Conferences, Mtgs. & Seminars	\$ 460	251	325	325	325
3240	Membership Dues	1,152	1,195	1,195	1,230	1,230
3250	Professional Development	27,402	10,969	11,220	5,000	10,850
3260	Publications	692	673	800	100	800
3280	Clothing & Personal Expense	29,641	23,244	25,370	18,200	22,510
3290	Printing	3,955	1,814	3,000	2,000	2,500
3300	Vehicle Expense (Gas)	77,362	69,204	82,800	73,000	110,700
3320	Maint: Vehicles & Motor Equip.	38,537	21,603	26,380	38,380	30,580
3400	Ammunition	5,723	5,586	5,600	5,690	5,600
3420	Donations	-	-	-	-	-
3440	Miscellaneous	2,002	1,198	2,105	2,000	2,105
3450	Public Relations	11,390	9,598	9,330	8,500	9,330
3470	Range Supplies	1,350	991	1,000	919	1,000
3480	Narcotics Enforcement	-	-	500	40	500
3500	Coop. Investigations	1,500	1,250	1,250	1,250	1,250
3510	Equipment	10,506	8,090	11,000	5,500	11,000
3520	Furniture	-	158	-	-	500
	Total	\$ 211,672	155,824	181,875	162,134	210,780

Contractual Services						
3640	Physical Exams	\$ 1,258	2,470	1,000	255	1,000
3650	Testing & Psych. Exams	-	-	-	-	-
3660	Prisoner Care	38	679	150	79	150
3670	L-W Communications Center	347,100	354,522	326,144	326,145	323,882
3690	Computer Program./Maint.	13,113	14,560	17,000	17,000	17,000
3710	Legal Advertising	-	-	550	-	550
3780	Telephone	17,699	17,862	17,940	17,000	16,572
3790	Comm./Office Mach. Maint.	3,400	3,688	4,000	3,500	4,558
3850	Equipment Leasing	4,776	4,775	4,776	4,776	4,776
3860	Other Contractual Services	23,464	24,175	29,958	25,000	40,636
3870	Auto Mileage & Expense Reimb.	109	36	-	-	-
	Total	\$ 410,957	422,767	401,518	393,755	409,124

Total Operating Expenses	\$ 3,793,452	3,707,230	3,637,084	3,718,923	3,805,655
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VILLAGE OF MOKENA
 Fiscal 2012 Budget: General Fund
 Dept: Police [01-104]

	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Capital Outlay					
4030 Improvements - Facilities	\$ -	-	-	-	-
4040 Machinery & Equipment	26,057	20,742	20,837	20,743	78,379
4080 Vehicle Acquisitions	122,804	46,730	-	-	167,000
4100 Office Furniture	7,186	-	-	-	-
Total Capital	\$ 156,047	67,472	20,837	20,743	245,379
Total Appropriations	\$ 3,949,499	3,774,702	3,657,921	3,739,666	4,051,034

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) PRIO.	ITEM	FY '11 DEPT. REQUEST	FY '11 BOARD APPROVED	FY '12 DEPT. REQUEST	FY '12 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	Public Notification System	\$6,500	\$0			Supp	Emergency text message notification system for cell phones
4040	(2) Bullet Shields	2,600	0			Supp	Additional units
4040	(2) Mobile 800 mhz Radios	6,000	0			Supp	Additional units for squads
4080	Squad Car	24,000	0			Base	Replace M14
4080	Admin SUV	26,000	0			Base	Replace M01
4040	Rapid Recovery System	5,400	0			Supp	Electronic tracking system for lost or disoriented people
3510	Truck Vault	2,500	0			Supp	Secure emergency equipment in police SUV (M08)
4040	Opticom Pre-emption System	14,000	0			Base/Supp	Traffic signal override system for police cruiser
4040	Honda Generator	1,200	0			Supp	Portable emergency power at crime scenes
4040	(7) MDTs	20,837	20,837			Base	Replace aging equipment

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TOTAL REQUESTS APPROVED See pg. 3 See pg. 3 See pg. 3

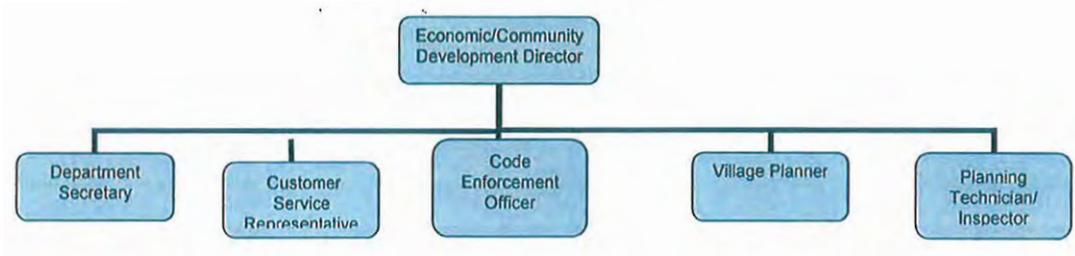
VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) PRIO.	ITEM	FY '11 DEPT. REQUEST	FY '11 BOARD APPROVED	FY '12 DEPT. REQUEST	FY '12 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4080	(3) Police Squads & Set-up			87,000	87,000	Base	Replace M11, M12, and M14
4080	(2) Police SUVs & Set-up			80,000	80,000	Base	Replace M07 and M08

33

	TOTAL	\$265,837		\$245,379	
REQUESTS APPROVED		<u> </u>	<u> </u>	<u> </u>	<u> </u>
			\$20,837		\$245,379

Community Development Department Fiscal Year '12



Summary of Basic Functions

The Community Development Department enforces all ordinances and provisions relating to the construction of buildings and structures within the Village Limits. This department also administers all zoning, land use and land development regulations. Finally, this department has assumed economic development functions such as business attraction and retention.

The Development Director manages the daily operations of the Department. This person reports to the Village Administrator and is responsible for overseeing the enforcement of Village Codes, construction standards and all land development as well as economic development activities. The Director represents the Department at meetings of the Village Board, Planning Commission, Zoning Board of Appeals, Comprehensive Plan Committee, Economic Development Committee and Site Plan and Architectural Review Committees.

The Village Planner is responsible for all activities related to planning and zoning as well as support functions related to economic development. This person works closely with the Planning Technician and coordinates the activities of outside consultants and contractors. This person assists the Development Director at meetings of the Village Board, Planning Commission, Zoning Board of Appeals, Comprehensive Plan Committee, and Site Plan and Architectural Review Committees. The Village Planner schedules public hearings, reviews and processes new business licenses and assists in the preparation and delivery of meeting packets. The Village Planner reports to the Development Director.

The Planning Technician is responsible for a wide range of duties including building plan review, permit issuance and field inspections related to building code enforcement as well as assisting in the processing of land development and zoning variation applications. This person helps coordinate staff and consultant reviews, prepare meeting packets, schedule public hearings, and provides staff support to the Plan Commission, Zoning Board of Appeals, Comprehensive Plan Committee and the Site Plan and Architectural Review Committees. This position has undergone several changes in the past two years including the addition of several new responsibilities. These new duties are the result of the vacating of the Chief Building Inspector and Building Inspector positions. The Planning Technician reports to the Development Director.

The Code Enforcement Official reports to the Development Director and is responsible for reviewing, processing and issuing incidental permits as well as enforcing property maintenance regulations. Enforcement action related to property maintenance codes and the vacant structure program are administered by the Code Enforcement Official.

The Department Secretary is responsible for preparing monthly reports, organizing Planning Commission and Zoning Board of Appeals packets, recording documents, maintaining public property records, tracking receivables, and performing clerical duties as needed. The Department Secretary reports to the Development Director.

The Customer Service Clerk serves as receptionist, issues building permits, schedules inspections, takes residents' complaints, updates files, and performs data entry of building permit information. In addition, this person coordinates the contractor registration program. The position reports to the Development Director through the Department Secretary who coordinates the daily activities.

STATUS OF GOALS FOR FY '11

Community Development

1. Amend Village codes as necessary to implement new "whole house" water metering system. (C/100%)
2. Create data base to track building permits to replace existing permit tracking software. (D)
3. Update Zoning Map to reflect recent annexations and map amendments. (C/100%)
4. Restructure building inspection, code enforcement and customer service window services. (C/100%)
5. Perform building inspections on the second business day. (C/100%)
6. Restructure the implementation of the program for monitoring foreclosed properties. (C/100%)

7. Rewrite Amusement Device regulations to address video rental boxes and lottery machines. (C/100%)
8. Update business license regulations including the section related to Tobacco licenses. (C/100%)
9. Establish specific guidelines for outdoor dining/beer gardens. (D)
10. Assist the Village Board in policy formulation related to video poker legislation. (C/U 50%)
11. Provide training and guidance in building code administration for the Planning Technician to assume many of the duties of the former Chief Building Inspector. (C/100%)

Economic Development

1. Attend International Council of Shopping Centers (ICSC) National Convention. (C/100%)
2. Attend regional ICSC, Illinois Development Council, Will Economic Network, and Chamber meetings and seminars. (C/100%)
3. Be an active member in and take advantage of networking, professional development, prospect lead generation, and resource opportunities from the Illinois Development Council, ICSC, the Will County Center for Economic Development, the Chicago Southland Chamber, the Chicago Southland Convention & Visitors Bureau, and the Mokena Chamber of Commerce. (C/100%)
4. Upgrade, update, improve, and maintain marketing, public relations, and demographic information, materials, and opportunities. (C/100%)
5. Communicate regularly with area commercial and industrial developers and brokers in an effort to assist in the development of their properties. (C/100%)
6. Prepare for and facilitate Economic Development Commission meetings. (C/100%)
7. Coordinate Village participation in the Mokena Chamber Business Expo. (C/100%)
8. Coordinate Village's participation in Ribbon Cutting, Groundbreaking, and Grand Opening Ceremonies. (C/100%)
9. Proactively solicit new businesses to invest in Mokena. (C/100%)
10. Create a business resource guide for distribution to both new and existing businesses. (C/100%)

11. Update Lois site information for vacant land and buildings. (C/100%)
12. Update and maintain web page business directory. (C/100%)

SIGNIFICANT GOALS FOR FY '12

Community Development

1. Create data base to track building permits to replace existing permit tracking software.
2. Establish specific guidelines for outdoor dining/beer gardens.
3. Assist the Village Board in policy formulation related to video poker legislation.
4. Obtain copies of and research the 2012 model international building codes for potential adoption.
5. Convene the Electrical Commission to evaluate the latest edition of the National Electrical Code for potential adoption.
6. Prepare amendments as necessary to the latest edition of the National Electrical Code and facilitate the recommendation of the Electrical Commission related to its adoption.
7. Work with building code consultants and the local fire protection districts to prepare amendments as necessary for the 2012 editions of the 2012 international building codes.
8. Prepare amendments for the latest edition of the Illinois State Plumbing Code.
9. Facilitate discussions with the Village Board regarding the adoption of the latest editions of the various model building codes.
10. Subsequent to formal Board adoption of the new building codes and construction regulations, implement public education for both internal and external customers.
11. Update Zoning Map to reflect recent annexations and map amendments.
12. Facilitate the construction of the Rt. 30 Lincoln Highway Mural.
13. Perform building inspections on the second business day.
14. Implementation of the program for tracking and monitoring foreclosed properties.
15. Provide training and guidance in building code administration for the Planning Technician to assume many of the duties of the former Chief Building Inspector.

16. Facilitate the formation of a business owners association for the ClearVue Business Park and construction of the business park identification sign at 191st Street and Everett Drive.

Economic Development

1. Attend International Council of Shopping Centers (ICSC) National Convention.
2. Attend regional ICSC, Illinois Development Council, Will Economic Network, and Chamber meetings and seminars.
3. Be an active member in and take advantage of networking, professional development, prospect lead generation, and resource opportunities from the Illinois Development Council, ICSC, the Will County Center for Economic Development, the Chicago Southland Chamber, the Chicago Southland Convention & Visitors Bureau, and the Mokena Chamber of Commerce.
4. Upgrade, update, improve, and maintain marketing, public relations, and demographic information, materials, and opportunities.
5. Communicate regularly with area commercial and industrial developers and brokers in an effort to assist in the development of their properties.
6. Prepare for and facilitate Economic Development Commission meetings.
7. Coordinate Village participation in the Mokena Chamber Business Expo.
8. Coordinate Village's participation in Ribbon Cutting, Groundbreaking, and Grand Opening Ceremonies.
9. Proactively solicit new businesses to invest in Mokena.
10. Update the business resource guide for distribution to both new and existing businesses.
11. Update Lois site information for vacant land and buildings.
12. Update and maintain web page business directory.

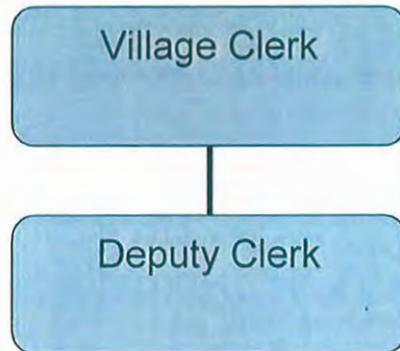
VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Dept: Community Development [01-105]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
<u>Personal Services</u>						
3010	Salaries (Full Time)	\$ 445,529	324,583	294,718	294,718	313,703
3020	Salaries (Part Time)	27,131	40,763	10,053	8,138	4,300
3030	Salaries (Overtime)	-	-	-	-	-
3100	Hospital/Life Insurance	99,894	71,378	60,925	61,293	64,909
	Total	\$ 572,554	436,724	365,696	364,149	382,912
<u>Commodities</u>						
3230	Conferences, Mtgs. & Seminars	\$ 1,709	84	1,200	471	1,200
3240	Membership Dues	2,288	2,073	2,975	2,641	2,975
3250	Professional Development	5,091	50	500	440	1,000
3260	Publications	699	1,552	1,125	1,527	1,725
3280	Clothing & Personal Expense	1,193	555	900	350	900
3290	Printing	673	582	1,500	550	1,500
3300	Vehicle Expense (Gas)	8,252	5,860	9,600	4,500	8,100
3320	Maint: Vehicles & Motor Equip.	2,880	2,026	3,000	3,200	3,000
3330	Small Tools	53	264	150	150	150
3390	Public Hearing Signs	2,878	2,337	3,500	1,650	2,450
3440	Miscellaneous	508	222	500	400	500
3450	Public Relations	-	-	-	-	-
3510	Equipment	625	35	500	500	500
3520	Furniture	-	-	-	-	-
	Total	\$ 26,849	15,640	25,450	16,379	24,000
<u>Contractual Services</u>						
3620	Engineering Services	\$ (4,370)	7,873	15,000	-	10,000
3621	Contract Inspections	(1,850)	(2,000)	-	3,410	-
3630	Legal Services	15,972	6,072	15,000	4,000	12,000
3680	Plan Review Fees	8,229	4,650	6,000	4,240	6,000
3690	Computer Program./Maint.	2,100	2,100	3,877	2,900	3,319
3710	Legal Advertising	3,867	1,843	3,000	1,375	2,000
3780	Telephone	7,373	6,201	5,820	5,300	5,580
3790	Comm./Office Mach. Maint.	4,736	3,202	4,970	3,000	4,600
3850	Equipment Leasing	-	-	-	-	-
3860	Other Contractual Services	68,814	15,022	25,400	29,181	32,900
3870	Auto Mileage & Expense Reimb.	52	20	200	100	200
3940	Signage and Façade Program	224	-	-	-	-
	Total	\$ 105,147	44,983	79,267	53,506	76,599
	Total Operating Expenses	\$ 704,550	497,347	470,413	434,034	483,511

VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Dept: Community Development [01-105]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
<u>Capital Outlay</u>						
4040	Machinery & Equipment	\$ -	-	-	-	-
4080	Vehicle Acquisition	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total	\$ -	-	-	-	-
	Total Appropriations	\$ 704,550	497,347	470,413	434,034	483,511

Village Clerk Fiscal Year '12



SUMMARY OF BASIC FUNCTIONS

The Village Clerk is the custodian of all Official Records and Documents of the Village. The Clerk works with Village Staff to ensure Records and Documents are recorded in a timely and accurate manner. The Clerk attests to and seals all documents of the Village. The Deputy Clerk fills in for the Elected Village Clerk from time to time.

The Clerk also provides Voter Registration services to Village Residents and attends all Village Board meetings.

STATUS OF GOALS FOR FY '11

1. Provide support to neighborhood team. (C/100%)

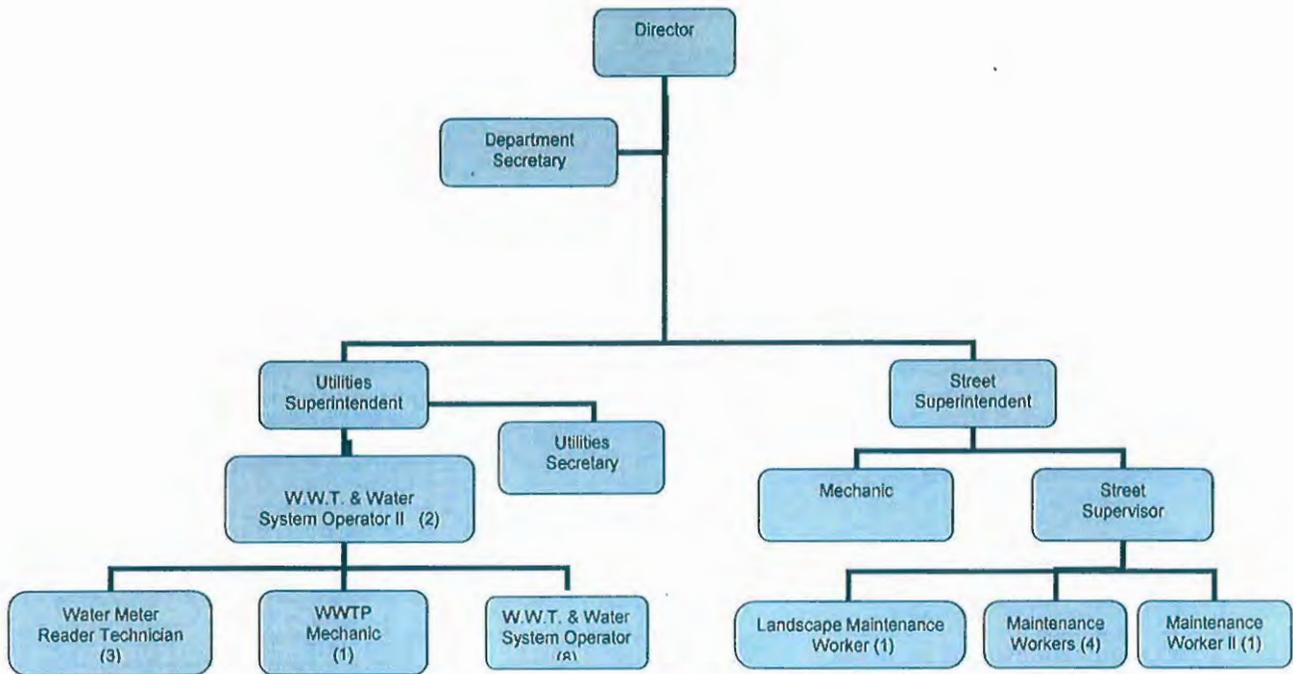
SIGNIFICANT GOALS FOR FY '12

1. Provide support to neighborhood team.
2. Conduct twice yearly review of Executive Session minutes.
3. Provide support with Beautification Award Program.

VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Dept: Village Clerk [01-106]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
<u>Personal Services</u>						
3020	Salaries (Part Time)	\$ 5,400	4,400	4,800	4,800	4,800
3030	Salaries (Overtime)	-	-	-	-	-
	Total	\$ 5,400	4,400	4,800	4,800	4,800
<u>Commodities</u>						
3230	Conferences, Mtgs. & Seminars	\$ -	-	135	-	135
3240	Membership Dues	70	70	75	70	75
3250	Professional Development	-	-	-	-	-
3260	Publications	-	-	-	-	-
3290	Printing	-	-	-	-	-
3430	Recording Charges	-	-	100	-	100
3440	Miscellaneous	-	74	-	-	-
	Total	\$ 70	144	310	70	310
<u>Contractual Services</u>						
3690	Computer Program./Maint.	\$ -	-	-	-	-
3710	Legal Advertising	613	358	650	480	650
3720	Ordinance Codification	2,686	4,679	5,000	1,600	5,000
3780	Telephone	-	-	-	-	-
3860	Other Contractual Services	25	25	25	25	25
3870	Auto Mileage & Expense Reimb.	35	-	60	30	31
	Total	\$ 3,359	5,062	5,735	2,135	5,706
	Total Operating Expense	\$ 8,829	9,606	10,845	7,005	10,816
<u>Capital Outlay</u>						
4100	Office Furniture	\$ -	-	-	-	-
	Total Capital	\$ -	-	-	-	-
	Total Appropriations	\$ 8,829	9,606	10,845	7,005	10,816

Public Works Department Fiscal Year '12



SUMMARY OF BASIC FUNCTION

The Public Works Department is responsible for operation and maintenance of the entire Village infrastructure. This includes the Waste Water Treatment Facility, Lift Stations, Collection System, 4 Water Towers, a Ground Storage Tank, the entire water distribution system, street and right-of-way maintenance, along with public buildings and grounds.

The Director of Public Works is an administrative position involved in managing the activities of the department. Administration is exercised directly, or through departmental supervisors. The Director is responsible directly to the Village Administrator for the successful operation of the department and is supported by a Department Secretary.

The Street Department and Buildings and Grounds are a combined work force consisting of (9) full time employees. These departments are funded through the General Corporate Fund.

The Street Superintendent is responsible for the overall operation of the Street and Buildings/Grounds Departments. His duties include the maintenance of streets, curb and gutters, sidewalks, bike paths, streetlights, storm sewers, storm water retention ponds, shoulders/ditches, trees, public buildings, Village landscaped areas, grass cutting and snow removal. The automotive mechanic maintains all Village Vehicles from every department and reports directly to the Street Superintendent. The Street Supervisor also reports directly to the Street Superintendent.

The Water and Sewer Departments consist of 16 full time employees. The Utilities Superintendent is responsible for the overall operation of these departments. The Wastewater Treatment Plant Operator II is responsible for the overall operation of the Wastewater Treatment Plant. The Water Systems Operator II is responsible for the overall operation of the water distribution system. The duties of the Treatment Plant Mechanic include the maintenance of all mechanical equipment at the plant. The 8 Water & Wastewater Treatment Plant Operators are responsible for the process operation of the plant and maintenance of the water distribution system. These employees are also responsible for the operation and maintenance of the lift stations and collection system. The three Water Meter Reader/Technicians repair, replace, and install water meters including meters in new homes and businesses. The Meter Reader/Technicians are also responsible for reading the meters each month for billing purposes. These people also assist in the maintenance of the distribution system when time allows. The Department Secretary is responsible for all secretarial duties in the Utilities Department.

STREET DEPARTMENT STATUS OF GOALS FOR FY '11

1. Complete FY '11 Sidewalk Program. * (C/100%)
2. Complete FY '11 full depth patching Program. *(C/100%)
3. Complete FY '11 Wolf Road Patching. *(C/100%)
4. Complete FY '11 expanded Street Maintenance Program.* (C/100%)
5. Complete FY '11 Sidewalk "Mud-Jacking" Program. * (C/100%)
6. Complete FY '11 Curb "Shot-Creel" Repair Program. * (C/100%)
7. Continue program and replace aged sign posts throughout Village. (C/100%)
8. Stripe various crosswalks and streets throughout Village. (C/100%)
9. Replace 30 parkway trees in various locations throughout the Village. (C/100%)
10. Concentrate the cleaning and maintenance of our storm sewer and pond outlet systems. (C/100%)

**Provided for in the Capital Improvement, Repair, and Replacement Fund*

STREET DEPARTMENT SIGNIFICANT GOALS FOR FY '12

1. Complete FY '12 Sidewalk Program. *
2. Complete FY '12 full depth patching Program. *
3. Complete FY '12 Street Maintenance Program.*
4. Complete FY '12 Sidewalk "Mud-Jacking" Program. *
5. Complete FY '12 Curb "Shot-Creel" Repair Program. *
6. Implement FY '12 crack filling program to include 191st & LaPorte.**
7. Continue program and replace aged sign posts throughout Village.
8. Stripe various crosswalks and streets throughout Village.
9. Replace 30 parkway trees in various locations throughout the Village.
10. Concentrate the cleaning and maintenance of our storm sewer and pond outlet systems.
11. Restripe & repaint Wolf Road from LaPorte to Route 30.
12. Assist Village Engineer in reviewing local road rehabilitation alternatives.

**Provided for in the Capital Improvement, Repair, and Replacement Fund*

***Provided for in the Motor Fuel Tax Fund*

VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Dept: Streets [01-107]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
<u>Personal Services</u>						
3010	Salaries (Full Time)	\$ 527,837	550,193	476,817	482,563	515,458
3020	Salaries (Part Time)	10,481	101	-	-	-
3030	Salaries (Overtime)	8,862	5,917	6,775	5,000	7,340
3100	Hospital/Life Insurance	136,157	125,021	113,752	116,895	121,468
	Total	\$ 683,337	681,232	597,344	604,458	644,266
<u>Commodities</u>						
3230	Conferences, Mtgs. & Seminars	\$ 86	125	265	299	445
3240	Membership Dues	-	6	82	50	82
3250	Professional Development	1,711	495	50	-	1,000
3260	Publications	36	-	40	-	40
3280	Clothing & Personal Expense	4,570	4,236	4,800	4,400	4,000
3290	Printing	135	160	200	200	200
3300	Vehicle Expense (Gas)	55,459	38,966	54,000	51,000	81,000
3310	Maint: Bldgs, Streets & Grounds	61,165	40,088	50,550	14,000	20,550
3320	Maint: Vehicle & Motor Equip.	34,603	36,688	41,500	41,500	46,900
3330	Small Tools	1,135	540	800	900	800
3340	Traffic & Street Sign Material	11,693	15,343	15,000	13,500	16,560
3380	Rock, Sand & Salt	5,826	5,604	6,000	5,000	6,000
3440	Miscellaneous	407	162	255	255	315
3450	Public Relations	-	-	-	-	-
3510	Equipment	539	116	700	500	700
3520	Furniture	-	-	-	-	-
	Total	\$ 177,365	142,529	174,242	131,604	178,592
<u>Contractual Services</u>						
3620	Engineering Services	\$ 82,626	2,785	5,000	1,003	7,500
3640	Physical Exams	270	210	625	1,750	625
3690	Computer Program./Maint.	1,287	975	1,100	1,280	1,506
3710	Legal Advertising	450	74	600	300	600
3760	Street Lighting Energy Charge	115,609	125,347	127,852	124,500	129,969
3780	Telephone	7,877	7,812	7,800	6,613	6,665
3790	Comm./Office Mach. Maint.	239	233	240	233	240
3850	Equipment Leasing	3,463	3,206	3,100	3,400	3,450
3860	Other Contractual Services	106,500	50,776	45,595	40,000	51,787
3870	Auto Mileage & Expense Reimb.	62	-	70	20	70
3950	Contractual Payments	552	546	590	590	590
3970	Tree Removal/Replacement	24,020	19,115	15,800	15,800	7,800
	Total	\$ 342,955	211,079	208,372	195,489	210,802
	Total Operating Expense	\$ 1,203,657	1,034,840	979,958	931,551	1,033,660

VILLAGE OF MOKENA
 Fiscal 2012 Budget: General Fund
 Dept: Streets [01-107]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
<u>Capital Outlay</u>						
4010	Improvements - Streets	\$ 36,998	5,751	8,000	4,100	16,000
4020	Improvements - Other	27,677	-	-	-	-
4030	Improvements - Facilities	-	-	-	-	-
4040	Machinery & Equipment	9,128	6,621	-	-	12,050
4050	Improvements & Extensions	-	-	-	-	-
4080	Vehicle Acquisitions	97,647	-	-	-	203,500
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ 171,450	12,372	8,000	4,100	231,550
<u>Other Financing Uses</u>						
5000	Transfer - Out					
	A. Trf. to Escrow for Gen. Infra.	\$ -	-	-	-	-
	Total Appropriations	\$ 1,375,107	1,047,212	987,958	935,651	1,265,210

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) PRIO.	ITEM	FY '11 DEPT. REQUEST	FY '11 BOARD APPROVED	FY '12 DEPT. REQUEST	FY '12 BOARD APPROVED	BASE/SUPP	EXPLANATION
4080	4x4 Pickup w/Plow	\$36,000	\$0	\$37,000	\$37,000	Base	Replace ST15
4080	Tractor/Backhoe	71,000	0			Base	Replace aging equipment
4080	1-Ton Dump Truck w/Plow & Spreader	57,600	0	60,000	60,000	Base	Replace ST5
4040	Portable Jackhammer	1,750	0	1,750	0	Supp	Jackhammer without compressor
4040	Concrete Saw Partner	1,000	0	1,000	0	Base	Replace aging equipment
4040	Shoulder Gravel Spreader	3,600	0	3,800	3,800	Base	Replace aging equipment
4040	Modis Snap On Scanner Diagnostic Tool	6,525	0			Base	Existing scanner obsolete, software no longer available
4040	Rolling Jack for Vehicle	4,600	0			Supp.	To be used on one ton dump trucks
4080	2.5-Ton Dump Truck w/Plow & Spreader	105,000	0	106,500	106,500	Base	Replace ST2
4040	Photoionization Detector			3,000	3,000	Supp.	Check spoils for contamination per EPA
4040	(15) VHF Radios			5,250	5,250	Base	Replace aging equipment

48

TOTAL	<u>\$287,075</u>		<u>\$218,300</u>
REQUESTS APPROVED		<u>\$0</u>	<u>\$215,550</u>

BUILDINGS & GROUNDS
Fiscal Year '12

STATUS OF GOALS FOR FY '11

1. Contract for weed control on all Village properties. (C/100%)
2. Complete Village Hall roof maintenance. (C/100%)
3. Continue Crystal Creek Wetland Maintenance. (C/100%)
4. Continue annual upkeep & maintenance of Village Hall Landscaping. (C/100%)
5. Modify and rewrite specifications for Village grass cutting contract and bid contract for 2011-2012. (C/100%)
6. Incorporate Put Illinois to Work Services into Department to assist with summer maintenance activities. (C/100%)
7. Complete erosion control at Lake Lawn restoring the banks of the pond.* (D)
8. Develop Emerald Ash Borer Preparedness/Response Plan. (C/100%)

**Provided for in the Capital Improvement, Repair, and Replacement Fund*

SIGNIFICANT GOALS FOR FY '12

1. Contract for weed control on all Village properties.
2. Complete ongoing Village Hall roof maintenance.
3. Continue Crystal Creek and Foxborough Wetland Maintenance.
4. Continue annual upkeep & maintenance of Village Hall Landscaping.
5. Develop a more detailed Emerald Ash Borer Preparedness/Response Plan.
6. Complete building improvements at the Police Department.
7. Monitor new mowing contractor for performance and potential cost reduction.
8. Install shelters and collection boxes at Metra Parking facilities.

VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Dept: Buildings & Grounds [01-108]

		Actual Fiscal '09	Actual Fiscal '10	Budgeted Fiscal '11	Estimated Fiscal '11	Board App. Fiscal '12
<u>Personal Services</u>						
3010	Salaries (Full Time)	\$ 61,831	58,692	38,911	39,134	41,656
3020	Salaries (Part Time)	10,481	101	-	-	-
3030	Salaries (Overtime)	193	264	566	250	450
3100	Hospital/Life Insurance	7,910	8,612	7,894	7,936	8,443
	Total	\$ 80,415	67,669	47,371	47,320	50,549
<u>Commodities</u>						
3230	Conferences, Mtgs. & Seminars	\$ -	-	-	78	-
3240	Membership Dues	-	-	50	50	25
3250	Professional Development	-	-	-	-	-
3280	Clothing & Personal Expense	214	83	100	150	100
3300	Vehicle Expense (Gas)	-	-	-	-	-
3310	Maint: Bldgs, Streets & Grounds	48,941	30,648	24,200	29,500	25,700
3320	Maint: Vehicles & Motor Equip.	1,794	3,646	2,000	2,500	2,000
3330	Small Tools	972	319	600	650	600
3370	Janitorial Supplies	8,945	8,773	9,000	9,000	9,500
3440	Miscellaneous	-	-	-	-	-
3510	Equipment	3,736	1,104	1,045	544	545
3520	Furniture	462	-	-	-	-
	Total	\$ 65,064	44,573	36,995	42,472	38,470
<u>Contractual Services</u>						
3620	Engineering Services	\$ -	-	-	-	-
3710	Legal Advertising	-	-	-	-	-
3770	Electricity & Gas	1,893	2,084	2,700	3,300	3,500
3780	Telephone	239	281	324	264	300
3850	Equipment Leasing	-	-	-	-	-
3860	Other Contractual Services	178,193	157,606	156,405	140,000	164,405
	Total	\$ 180,325	159,971	159,429	143,564	168,205
	Total Operating Expense	\$ 325,804	272,213	243,795	233,356	257,224
<u>Capital Outlay</u>						
4030	Improvements - Facilities	\$ 87,725	7,757	-	-	37,835
4040	Machinery & Equipment	-	963	-	-	11,000
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ 87,725	8,720	-	-	48,835
<u>Other Financing Uses</u>						
5000	Transfer - Out A. Trf. to Escrow for Muni. Facility	\$ -	-	-	-	-
	Total Appropriations	\$ 413,529	\$ 280,933	\$ 243,795	\$ 233,356	\$ 306,059

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) Prio.	ITEM	FY '11 DEPT. REQUEST	FY '11 BOARD APPROVED	FY '12 DEPT. REQUEST	FY '12 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	Sewer Rodder	\$2,900	\$0			Supp	Drain opener for buildings
4040	Power Washer	5,320	0	\$5,400	\$5,400	Base	Replace 1994 Washer
4040	Riding Mower	2,976	0	3,075	0	Supp	Mower for tight areas. first since 1992
4040	Rolling Jack for Vehicle			4,600	4,600	Supp.	To be used on one ton dump trucks
4040	Hydraulic Hose Crimper			1,000	1,000	Supp.	Automatic hose crimper

TOTAL \$11,196

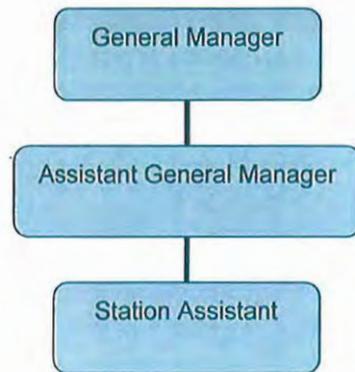
\$14,075

REQUESTS APPROVED

\$-0-

\$11,000

Cable TV Commission Fiscal Year '12



Summary of Basic Functions

The Mokena Cable TV Commission is comprised of a General Manager and an Assistant General Manager along with a station assistant who are responsible for the management and placement of media productions on Cable Access Channel 6 and streaming video on the Village's website.

The Village Board has established a goal of utilizing the Cable Access Channel and the Village's website to communicate various aspects of the public policy decision-making process to the residents of Mokena. Through utilization of our local Cable Access Channel 6 and the Village's website, various educational videos will be displayed throughout the course of the year. Additionally, all regular Mokena Village Board meetings are "aired" live and on tape delay on Cable Access Channel 6, and are available live and on an "on demand" basis on the Village's website.

STATUS OF GOALS FOR FY '11

1. Continue to tape community events. (C/100%)
2. Continue to update Village board meeting introductory segments. (C/100%)

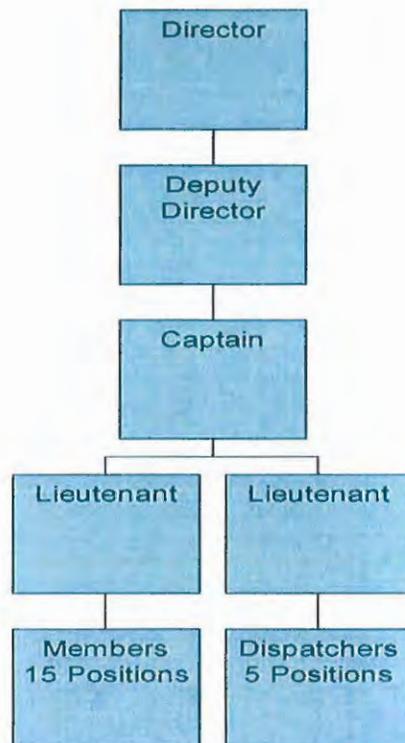
SIGNIFICANT GOALS FOR FY '12

1. Continue to tape community events.
2. Continue to update Village Board meeting introductory segments.
3. Coordinate implementation of enhanced web casting capabilities.
4. Coordinate potential use of Council Chambers by other policy boards.

VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Dept: Cable TV Commission [01-110]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
	<u>Personal Services</u>					
3020	Salaries (Part Time)	\$ 7,700	8,200	8,200	8,200	8,200
	<u>Commodities</u>					
3210	Office Supplies	\$ 187	32	300	150	300
3230	Conferences, Mtgs. & Seminars	-	-	-	-	-
3300	Vehicle Expense (Gas)	-	-	-	-	-
3440	Miscellaneous	-	-	-	-	-
3510	Equipment	581	-	-	1,000	2,000
3520	Furniture	-	-	-	-	-
	Total	\$ 768	32	300	1,150	2,300
	<u>Contractual Services</u>					
3780	Telephone	\$ -	-	-	-	-
3790	Comm./Office Mach. Maint.	-	-	500	-	500
3850	Equipment Leasing	-	-	-	-	-
3860	Other Contractual Services	50	50	50	50	50
	Total	\$ 50	50	550	50	550
	Total Operating Expense	\$ 8,518	8,282	9,050	9,400	11,050
	<u>Capital Outlay</u>					
4040	Machinery & Equipment	\$ -	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ -	-	-	-	-
	Total Appropriations	\$ 8,518	8,282	9,050	9,400	11,050

Emergency Services and Disaster Agency Fiscal Year '12



SUMMARY OF BASIC FUNCTION

The Emergency Services & Disaster Agency (ESDA) is a public safety agency charged with a two-fold mission: coordination and provision of activities related to disaster mitigation, preparedness, response, and recovery; and provision of both unique and supplemental emergency services which are provided on an on-call, as requested basis for emergencies, disasters, and community functions.

ESDA

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Disaster-related activities include a variety of functions such as: development and maintenance of a single, comprehensive emergency operations plan; development and maintenance of community

warning systems; providing a fixed emergency operations center and mobile command center for facilitating the direction of emergency operations; alerting key officials and notifying the public of impending emergencies; encouraging disaster mitigation efforts; and promoting and fostering efforts to prepare for disasters.

Emergency services functions include activities such as providing mobile and portable lighting and power, search and rescue services, traffic direction, supplemental security and patrol functions, crowd control, emergency communications, severe weather monitoring, and other specialized functions as needed.

SUMMARY OF AGENCY ORGANIZATION

ESDA is headed by a salaried, part-time Director appointed by the Village President. A part-time Deputy Director assists the Director as needed. The coordinator and all personnel work on an on call basis for emergencies and community events. Administrative tasks, training, maintenance activities, and other support activities are conducted by the director and other personnel on an as available basis.

ESDA personnel are recruited, selected and assigned to various supervisory positions, specialized positions or general membership positions by the director. Because of the all volunteer nature of the agency, staffing fluctuates periodically. General responsibilities of the various positions are outlined below:

- **Director** - The Director is responsible for the overall organization, administration, training and operation of the agency.
- **Deputy Director** - The Deputy Director assists the Director in the execution of his duties, and serves as the acting Director in the event of the Director's temporary absence.
- **Captain** - The Captain is the senior line officer responsible for supervising agency field activities.
- **Lieutenant (2 Positions)** - The Lieutenant is a junior line officer responsible for supervising agency field activities.
- **Member (15 Positions)** - The Member is responsible for providing field service. Members that have attained a minimum of six years of service are awarded the senior membership designation

of Corporal. In addition, one or more Members may be appointed to the senior membership designation of Sergeant for the purpose of providing additional supervisory personnel for field activities.

- **Dispatcher (5 Positions)** - The Dispatcher is a Member that is assigned specifically and solely to providing dispatching services in support of agency field activities.

STATUS OF GOALS FOR FY '11

1. Develop and deliver presentations on Emergency Preparedness and Disaster topics on a regular basis of at least one presentation every 60 days. (C/100%)
2. Implement a regular schedule of public safety patrols no less than twice per month. (C/100%)
3. Provide ongoing online training courses for all members to attain FEMA Professional Development Series certifications. (C/100%)
4. Provide traffic and crowd management support for civic events. (C/100%)

SIGNIFICANT GOALS FOR FY '12

1. Work with the National Weather Service to designate the Village of Mokena as a Storm Ready Community.
2. Provide Emergency Preparedness and Disaster presentations on various topics every 60 days.
3. Maintain ongoing FEMA online training courses for all members.
4. Maintain regular schedule of public safety patrols.
5. Maintain traffic and crowd management support for civic events.
6. Provide assistance to all Departments with the VHF radio frequency re-banding project.
7. Research and evaluate a Village wide Community Response Team Program along with applicable grant opportunities for CERT Teams.

VILLAGE OF MOKENA
Fiscal 2012 Budget: General Fund
Dept: E.S.D.A. [01-111]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
3020	Personal Services Salaries (Part Time)	\$ 9,500	9,500	9,500	9,500	9,500
	Commodities					
3210	Office Supplies	\$ 314	364	350	350	350
3230	Conferences, Mtgs. & Seminars	2,124	1,244	1,850	1,650	2,350
3240	Membership Dues	135	200	200	200	400
3250	Professional Development	113	484	500	200	500
3260	Publications	42	10	45	30	65
3280	Clothing & Personal Expense	2,763	2,744	2,818	2,600	2,222
3290	Printing	159	305	600	400	600
3300	Vehicle Expense (Gas)	4,747	3,595	5,100	4,150	7,650
3320	Maint: Vehicle & Motor Equip.	7,229	4,982	8,150	6,000	9,550
3330	Small Tools	-	33	200	200	200
3440	Miscellaneous	472	229	500	400	500
3510	Equipment	4,573	3,771	2,430	2,300	2,213
3520	Furniture	200	-	-	-	-
	Total	\$ 22,871	17,961	22,743	18,480	26,600
	Contractual Services					
3690	Computer Program./Maint.	\$ 285	73	560	500	500
3780	Telephone	5,197	4,080	4,201	4,985	5,715
3790	Comm./Office Mach. Maint.	548	398	600	500	600
3850	Equipment Leasing	3,636	3,844	3,062	1,600	902
3860	Other Contractual Services	11,335	11,073	12,526	13,000	14,181
3880	Warning System Maintenance	3,978	165	2,500	2,000	2,500
	Total	24,979	19,633	23,449	22,585	24,398
	Total Operating Expense	\$ 57,350	47,094	55,692	50,565	60,498
	Capital Outlay					
4020	Improvements - Other	\$ -	-	-	-	-
4030	Improvements - Facilities	-	-	-	-	-
4040	Machinery & Equipment	1,366	-	-	-	11,050
4080	Vehicle Acquisition	-	-	-	-	-
	Total Capital	\$ 1,366	-	-	-	11,050
	Total Appropriations	\$ 58,716	47,094	55,692	50,565	71,548

VILLAGE OF MOKENA
Fiscal 2012 Budget: Audit Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Taxes	\$ 6,391	6,787	7,000	7,115	6,150
Other Revenue	203	109	135	150	160
Total Revenue	\$ 6,594	6,896	7,135	7,265	6,310
Opening Cash Balance	\$ 17,399	15,872	16,301	16,310	16,764
Total Available for Spending	\$ 23,993	22,768	23,436	23,575	23,074
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Contractual Services	\$ 8,121	6,458	8,527	6,811	5,300
Total Appropriations	\$ 8,121	6,458	8,527	6,811	5,300
Ending Fund Balance	\$ 15,872	16,310	14,909	16,764	17,774

VILLAGE OF MOKENA
Fiscal 2012 Budget: Audit Fund
Revenue [02]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
200	<u>Taxes</u>					
2010	Property Tax	\$ 6,391	6,787	7,000	7,115	6,150
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 203	109	135	150	160
	Revenue Grand Total	\$ 6,594	6,896	7,135	7,265	6,310
	Opening Cash Balance	\$ 17,399	15,872	16,301	16,310	16,764
	Total Available for Spending	\$ 23,993	22,768	23,436	23,575	23,074

Appropriations [02-116]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
3610	<u>Contractual Services</u>					
	Accounting Services	\$ 8,121	6,458	8,527	6,811	5,300

VILLAGE OF MOKENA
Fiscal 2012 Budget: Performance Bond Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Other Revenue	\$ 457,826	73,028	74,000	274,800	90,150
Total Revenue	\$ 457,826	73,028	74,000	274,800	90,150
Opening Cash Balance	\$ 599,872	839,232	799,873	688,732	743,732
Total Available for Spending	\$ 1,057,698	912,260	873,873	963,532	833,882
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Contractual Services	\$ 211,300	218,800	400,000	215,000	400,000
Other Financing Uses	7,166	4,728	4,000	4,800	5,150
Total Appropriations	\$ 218,466	223,528	404,000	219,800	405,150
Ending Fund Balance	\$ 839,232	688,732	469,873	743,732	428,732

VILLAGE OF MOKENA
Fiscal 2012 Budget: Performance Bond Fund
Revenue [04]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
290	Other Revenue					
2910	Interest Earnings	\$ 7,166	4,728	4,000	4,800	5,150
2940	Interfund Revenue					
2970	Miscellaneous Income	450,660	68,300	70,000	270,000	85,000
	Total	\$ 457,826	73,028	74,000	274,800	90,150
	Revenue Grand Total	\$ 457,826	73,028	74,000	274,800	90,150
	Opening Cash Balance	\$ 599,872	839,232	799,873	688,732	743,732
	Total Available for Spending	\$ 1,057,698	912,260	873,873	963,532	833,882

Appropriations [04-118]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
	<u>Contractual Services</u>					
3920	Performance Bond Refund	\$ 211,300	218,800	400,000	215,000	400,000
	<u>Other Financing Uses</u>					
4260	Interfund Transfer	7,166	4,728	4,000	4,800	5,150
	Total Appropriations	\$ 218,466	223,528	404,000	219,800	405,150

TOURISM FUND

Fiscal Year '12

SUMMARY OF BASIC FUNCTION

Village Ordinance No. 1293 entitles the Village to assess a 5% "Hotel and Motel Accommodation Tax" applicable to all hotel and motel room rentals within the Village's corporate limits. The Village currently receives tax collections from Super 8 Motel.

In accordance with Ordinance No. 1293, proceeds resulting from the imposition of this tax shall be credited to the Tourism Fund. The proceeds attributable to the Tourism Fund shall be used for the promotion of tourism, beautification, and business enhancement activities for the Village of Mokena.



VILLAGE OF MOKENA
Fiscal 2012 Budget: Tourism Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Taxes	\$ 46,311	40,307	40,000	30,000	33,000
Other Revenue	637	362	300	325	150
Total Revenue	\$ 46,948	40,669	40,300	30,325	33,150
Opening Cash Balance	\$ 55,910	59,539	47,480	49,251	30,429
Total Available for Spending	\$ 102,858	100,208	87,780	79,576	63,579
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Personal Services	\$ 23,162	35,688	33,032	33,032	35,163
Commodities	19,935	15,016	20,110	16,015	17,830
Contractual Services	222	253	350	100	350
Total Appropriations	\$ 43,319	50,957	53,492	49,147	53,343
Ending Fund Balance	\$ 59,539	49,251	34,288	30,429	10,236

VILLAGE OF MOKENA
Fiscal 2012 Budget: Tourism Fund
Revenue [05]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
200	<u>Taxes</u>					
2080	Hotel/Motel Tax	\$ 46,311	40,307	40,000	30,000	33,000
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 637	362	300	325	150
	Revenue Grand Total	\$ 46,948	40,669	40,300	30,325	33,150
	Opening Cash Balance	\$ 55,910	59,539	47,480	49,251	30,429
	Total Available for Spending	\$ 102,858	100,208	87,780	79,576	63,579

Appropriations [05-119]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
	<u>Personal Services</u>					
3010	Salaries (Full Time)	\$ 16,584	28,056	31,733	31,732	33,777
3040	Unemployment Contribution	30	53	41	42	80
3100	Hospital/Life Insurance	6,548	7,579	1,258	1,258	1,306
	Total	\$ 23,162	35,688	33,032	33,032	35,163
	<u>Commodities</u>					
3230	Conferences, Mtgs. & Seminars	\$ 2,721	1,004	3,100	2,858	3,100
3240	Membership Dues	9,091	10,238	9,990	8,000	8,660
3250	Professional Development	-	-	-	-	-
3260	Publications	895	49	1,000	49	50
3290	Printing	432	141	1,000	500	1,000
3440	Miscellaneous	775	-	-	-	-
3450	Public Relations	6,021	3,584	5,020	4,608	5,020
	Total	\$ 19,935	15,016	20,110	16,015	17,830
	<u>Contractual Services</u>					
3860	Other Contractual Services	\$ -	-	250	-	250
3870	Auto Mileage & Expense Reimb.	222	253	100	100	100
	Total	\$ 222	253	350	100	350
	Total Appropriations	\$ 43,319	50,957	53,492	49,147	53,343

VILLAGE OF MOKENA
Fiscal 2012 Budget: Special Tax Allocation Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Taxes	\$ -	1,528	2,778	7,300	13,668
Other Revenue	-	1	-	14	10
Total Revenue	\$ -	1,529	2,778	7,314	13,678
Opening Cash Balance	\$ -	-	1,394	1,529	7,305
Total Available for Spending	\$ -	1,529	4,172	8,843	20,983

<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Commodities	\$ -	-	120	76	100
Contractual Services	-	-	2,658	1,462	7,300
Total Appropriations	\$ -	-	2,778	1,538	7,400
Ending Fund Balance	\$ -	1,529	1,394	7,305	13,583

VILLAGE OF MOKENA
Fiscal 2012 Budget: Special Tax Allocation Fund
Revenue [06]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
200	<u>Taxes</u>					
2010	Property Tax	\$ -	1,528	2,778	7,300	13,668
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ -	1	-	14	10
	Revenue Grand Total	\$ -	1,529	2,778	7,314	13,678
	Opening Cash Balance	\$ -	-	1,394	1,529	7,305
	Total Available for Spending	\$ -	1,529	4,172	8,843	20,983

Appropriations [06-120]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
3220	<u>Commodities</u>					
	Postage	\$ -	-	120	76	100
3985	<u>Contractual Services</u>					
	Surplus Funds Remittance	\$ -	-	2,658	1,462	7,300
	Total Appropriations	\$ -	\$ -	\$ 2,778	\$ 1,538	\$ 7,400

VILLAGE OF MOKENA
Fiscal 2012 Budget: School Crossing Guard Fund
Summary

<u>Revenues</u>	<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
Taxes	\$ 22,948	24,376	24,295	24,825	24,557
Other Revenue	257	149	200	200	235
Total Revenue	\$ 23,205	24,525	24,495	25,025	24,792
Opening Cash Balance	\$ 19,370	20,434	24,270	23,783	26,951
Total Available for Spending	\$ 42,575	44,959	48,765	48,808	51,743

<u>Appropriations</u>	<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
Personal Services	\$ 21,715	20,419	22,742	21,330	23,267
Commodities	426	757	900	527	900
Contractual Services	-	-	200	-	200
Total Appropriations	\$ 22,141	21,176	23,842	21,857	24,367
Ending Fund Balance	\$ 20,434	23,783	24,923	26,951	27,376

VILLAGE OF MOKENA
Fiscal 2012 Budget: School Crossing Guard Fund
Revenue [07]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
200	<u>Taxes</u>					
2010	Property Tax	\$ 22,948	24,376	24,295	24,825	24,557
290	<u>Other Revenue</u>					
2910	Interest Earnings	257	149	200	200	235
	Revenue Grand Total	\$ 23,205	24,525	24,495	25,025	24,792
	Opening Cash Balance	\$ 19,370	20,434	24,270	23,783	26,951
	Total Available for Spending	\$ 42,575	44,959	48,765	48,808	51,743

Appropriations [07-121]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
	<u>Personal Services</u>					
3020	Salaries (Part Time)	\$ 21,504	20,259	22,467	21,170	22,912
3040	Unemployment Contribution	211	160	275	160	355
	Total	\$ 21,715	20,419	22,742	21,330	23,267
	<u>Commodities</u>					
3280	Clothing & Personal Expense	\$ 376	707	700	477	700
3340	Traffic & Street Sign Material	-	-	150	-	150
3440	Miscellaneous	50	50	50	50	50
	Total	\$ 426	757	900	527	900
	<u>Contractual Services</u>					
3710	Legal Advertising	\$ -	-	200	-	200
	Total Appropriations	\$ 22,141	21,176	23,842	21,857	24,367

IMRF/FICA/MC FUND

Fiscal Year '12

SUMMARY OF BASIC FUNCTION

Illinois Municipal Retirement Fund:

The Illinois Municipal Retirement Fund (IMRF) is created by Illinois law under Article 7 of the Illinois Pension Code (Illinois Compiled Statutes, Ch. 40, 5/7-101 to 5/7-222). Since 1941, the Illinois Municipal Retirement Fund has provided employees of local governments and school districts in Illinois with a sound and efficient system for the payment of retirement, disability, and death benefits. The Village of Mokena began participation in IMRF on January 1, 1972.

On April 14, 2010, the governor signed Senate Bill 1946 (Public Act 96-0889). This new law creates a second tier of IMRF benefits for members who are first enrolled in IMRF's Regular Plan on or after January 1, 2011. This new law does not affect members currently participating in IMRF or members who ever participated in IMRF or in a reciprocal system prior to the effective date of this legislation. These members remain in Tier 1.

The retirement plan IMRF offers is a defined benefit plan. In a defined benefit plan, the amount of the retirement benefit is based on a member's final salary and his/her years of service. Under Tier 1, an IMRF employee must complete eight years of service to be vested. Under Tier 2, an IMRF employee must complete ten years of service to be vested. The employee contributes 4.5% of their salary to IMRF. The Village's contribution rate changes annually based on actuarial assumptions and is funded through the property tax levy. The rate for July 2011 through December 2011 is 13.35% and the rate for January 2012 through June 2012 is 13.24%.

Social Security and Medicare:

Social Security and Medicare taxes are calculated using the employee's gross salary. The gross wage is not reduced for IMRF or Police Pension contributions. In Fiscal 2012, the employee rate for social security is 4.2% and the employer rate is 6.2% on wages up to the wage base, which changes annually. The rate for medicare is 1.45% and is paid by both the employee and Village on the entire gross salary.

VILLAGE OF MOKENA
Fiscal 2012 Budget: IMRF/FICA/MC Contribution Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Taxes	\$ 559,104	590,102	538,226	540,744	523,752
Intergovernmental Revenue - State	18,936	15,943	12,900	18,963	13,200
Other Revenue	2,604	1,311	2,000	2,200	2,200
Total Revenue	\$ 580,644	607,356	553,126	561,907	539,152
Opening Cash Balance	\$ 199,553	211,412	275,339	272,886	292,143
Total Available for Spending	\$ 780,197	818,768	828,465	834,793	831,295
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Personal Services	\$ 568,785	545,882	534,225	542,650	572,741
Total Appropriations	\$ 568,785	545,882	534,225	542,650	572,741
Ending Fund Balance	\$ 211,412	272,886	294,240	292,143	258,554

VILLAGE OF MOKENA
Fiscal 2012 Budget: IMRF/FICA/MC Contribution Fund
Revenue [08]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
200	<u>Taxes</u>					
2010	Property Tax	\$ 559,104	590,102	538,226	540,744	523,752
240	<u>Intergovernmental Rev. - State</u>					
2420	Personal Property Replacement	\$ 18,936	15,943	12,900	18,963	13,200
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 2,604	1,311	2,000	2,200	2,200
	Revenue Grand Total	\$ 580,644	607,356	553,126	561,907	539,152
	Opening Cash Balance	\$ 199,553	211,412	275,339	272,886	292,143
	Total Available for Spending	\$ 780,197	818,768	828,465	834,793	831,295

Appropriations [08-122]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
	<u>Personal Services</u>					
3050	Social Security (FICA) Contrib.	\$ 279,907	270,641	260,400	267,000	271,560
3051	Medicare Contribution	66,083	64,073	60,900	62,450	63,510
3070	IL Muni. Ret. Fund (IMRF) Contrib.	222,795	211,168	212,925	213,200	237,671
	Total Appropriations	\$ 568,785	545,882	534,225	542,650	572,741

POLICE PENSION FUND

Fiscal Year '12

SUMMARY OF BASIC FUNCTION

Section 5/3-101, Chapter 40 of the Illinois Compiled Statutes requires that an incorporated municipality with more than 5,000 residents establish a Police Pension Fund for its full time sworn police personnel. Pursuant to the 1990 Census, the Village of Mokena exceeded the minimum of 5,000 residents required for enactment of the Pension Fund. Therefore, the Village Board of Trustees has adopted an Ordinance creating the necessary budget and financial means to manage the Pension Fund for the Village's full time police officers.

The Pension Board consists of either four or five members. Two are appointed by the Village President for two year terms; and two members are elected by the active police officers from the full time sworn staff for a two year term. The fifth member of the Pension Board is elected for a two year term from amongst the retired, disabled or widowed fund beneficiaries if applicable. The Village Finance Director acts as an Ex-Officio member of the Board.

On December 30, 2010, the governor signed Senate Bill 3538 (Public Act 096-1495). This new law creates a second tier of pension benefits for public safety employees hired on or after January 1, 2011. This new law does not affect members currently participating in the police pension fund. Under Tier 1, a police pension member may retire at age 50. Under Tier 2, a police pension member may retire at age 55.

The Pension Board is responsible for maintaining and managing the retirement assets accumulated from the financial contributions by both the active police officers, as well as the Village of Mokena. The active police officers contribute 9.91% of their salary to the Police Pension Fund. The Village's contribution to the Police Pension Fund is through the property tax levy, which equates to approximately 27% of total annual salaries for full time sworn police personnel.

VILLAGE OF MOKENA
Fiscal 2012 Budget: Police Pension Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Taxes	\$ 519,421	605,034	617,104	631,697	611,596
Other Revenue	\$ (284,273)	976,839	370,707	1,685,599	931,709
Total Revenue	\$ 235,148	1,581,873	987,811	2,317,296	1,543,305
Opening Cash Balance	\$ 6,732,280	6,846,672	8,370,012	8,241,810	10,347,217
Total Available for Spending	\$ 6,967,428	8,428,545	9,357,823	10,559,106	11,890,522

<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Personal Services	\$ 104,647	162,503	165,957	172,677	232,030
Commodities	12,304	17,676	33,975	32,891	41,725
Contractual Services	3,805	6,556	35,800	4,321	55,750
Capital Outlay	-	-	-	2,000	-
Other Financing Uses	-	-	30,000	-	30,000
Total Appropriations	\$ 120,756	186,735	265,732	211,889	359,505
Ending Fund Balance	\$ 6,846,672	8,241,810	9,092,091	10,347,217	11,531,017

VILLAGE OF MOKENA
Fiscal 2012 Budget: Police Pension Fund
Revenue [09]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
200	<u>Taxes</u>					
2010	Property Tax	\$ 519,421	605,034	617,104	631,697	611,596
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 155,235	220,899	150,000	185,000	200,000
2911	Short Term Capital Gain	-	26,217	-	795	-
2912	Long Term Capital Gain	-	(295,062)	-	4,445	-
2913	Realized Gain from Annuity	-	-	-	139,287	-
2916	Invest. Inc. - Market Fluctuations	(670,312)	796,751	-	1,100,000	500,000
2970	Miscellaneous Income	-	-	-	8,953	-
2980	Member Contributions	230,804	228,034	220,707	247,119	231,709
	Total	\$ (284,273)	976,839	370,707	1,685,599	931,709
	Revenue Grand Total	\$ 235,148	1,581,873	987,811	2,317,296	1,543,305
	Opening Cash Balance	\$ 6,732,280	6,846,672	8,370,012	8,241,810	10,347,217
	Total Available for Spending	\$ 6,967,428	8,428,545	9,357,823	10,559,106	11,890,522

Appropriations [09-123]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
	<u>Personal Services</u>					
3020	Salaries (Part Time)	\$ -	-	-	-	-
3080	Pension Payment	104,647	162,503	165,957	172,677	232,030
3081	Disability Payment	-	-	-	-	-
	Total	\$ 104,647	162,503	165,957	172,677	232,030
	<u>Commodities</u>					
3230	Conferences, Mtgs. & Seminars	\$ 2,804	2,604	5,000	1,366	5,300
3240	Membership Dues	1,150	750	900	925	900
3440	Miscellaneous	8,350	14,322	28,075	30,600	35,525
	Total	\$ 12,304	17,676	33,975	32,891	41,725
	<u>Contractual Services</u>					
3610	Accounting Services	\$ -	-	-	-	14,750
3630	Legal Services	1,500	4,078	13,000	3,500	13,000
3750	Public Officials Ins./Bonding	2,305	2,478	2,800	821	3,000
3930	Pension Refunds	-	-	20,000	-	25,000
	Total	\$ 3,805	6,556	35,800	4,321	55,750
	<u>Capital Outlay</u>					
4040	Machinery & Equipment	\$ -	-	-	2,000	-
	<u>Other Financing Uses</u>					
4280	Contingencies	\$ -	-	30,000	-	30,000
	Total Appropriations	\$ 120,756	186,735	265,732	211,889	359,505

MOTOR FUEL TAX FUND

Fiscal Year '12

STATUS OF GOALS FOR FY '11

Improvement Projects - 2010/11

Duchess (Townline to Victorian)
Baron Dr. (Duchess to Camelot)
Camelot (Baron to Victoria)
Victorian Drive (195th to Duchess)
Queens Court (Victorian to end)
Yorkshire Drive (195th to 194th)
Glennell (195th to 197th)
Pheasant Lane (Glennell to Glennell)
Pheasant Court (Pheasant Ln. to end)
Blyth Way (Regent to 195th)
Regent (Kirkstone to 195th)
Austin Court (Kirkstone to end)
Bristol Court (Kirkstone to end)
Galway Bay (Revere to Fintan)
Connemara Court (Galway to end)
Celtic Court (Galway to end)
Prestancia

2010/2011 Street Miles (Total) = 3

No road repairs are provided for in the FY '12 Motor Fuel Tax Fund. Road repairs are accounted for in the Capital Improvement, Repair and Replacement Fund for FY '11 and FY '12. The following roads are scheduled for FY '12:

SIGNIFICANT GOALS FOR FY '12

April (Birch to Walnut)
April Ct. (April to End)
Birch (Cherry to Walnut)
Birch (Walnut to Unincorporated)
Park Avenue (Birch to Park)
Cherry St. (Willow to Birch)
Elm Ave. (Walnut to Cherry)
Elm Ave. (Walnut to Unincorporated)
Elm Ct. (Elm to End)
Walnut (Willow to Birch)
80th Ave Industrial Park (Entire Park)
Ring Road / Henry Dr (Hickory Creek to end)
2011/2012 Street Miles (Total) = 2.01

VILLAGE OF MOKENA
Fiscal 2012 Budget: State Motor Fuel Tax Fund
Summary

<u>Revenues</u>	<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
Intergovernmental Revenue - State	\$ 515,911	484,272	472,326	578,245	582,692
Other Revenue	2,888	282	500	500	750
Total Revenue	\$ 518,799	484,554	472,826	578,745	583,442
Opening Cash Balance	\$ 328,313	129,711	243,204	231,792	418,471
Total Available for Spending	\$ 847,112	614,265	716,030	810,537	1,001,913

<u>Appropriations</u>	<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
Personal Services	\$ 93,486	86,960	93,104	85,779	98,252
Commodities	223,173	255,956	300,000	267,562	308,000
Contractual Services	28,619	37,696	33,239	38,725	125,309
Capital Outlay	372,123	1,861	465	-	465
Total Appropriations	\$ 717,401	382,473	426,808	392,066	532,026
Ending Fund Balance	\$ 129,711	\$ 231,792	\$ 289,222	\$ 418,471	\$ 469,887

VILLAGE OF MOKENA
Fiscal 2012 Budget: State Motor Fuel Tax Fund
Revenue [11]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
240	<u>Intergovernmental Rev. - State</u>					
2430	Motor Fuel Tax Allotment	\$ 515,911	484,272	472,326	578,245	582,692
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 2,888	282	500	500	750
2940	Interfund Revenue	-	-	-	-	-
2970	Miscellaneous Revenue	-	-	-	-	-
	Total	\$ 2,888	282	500	500	750
	Revenue Grand Total	\$ 518,799	484,554	472,826	578,745	583,442
	Opening Cash Balance	\$ 328,313	129,711	243,204	231,792	418,471
	Total Available for Spending	\$ 847,112	614,265	716,030	810,537	1,001,913

Appropriations [11-125]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
3030	<u>Personal Services</u>					
	Salaries (Overtime)	\$ 93,486	86,960	93,104	85,779	98,252
	<u>Commodities</u>					
3310	Maint: Bldgs, Streets & Grounds	\$ -	-	-	26,000	28,000
3380	Salt	223,173	255,956	300,000	241,562	280,000
3440	Miscellaneous	-	-	-	-	-
	Total	\$ 223,173	255,956	300,000	267,562	308,000
	<u>Contractual Services</u>					
3620	Engineering Services	\$ 1,849	-	-	-	-
3860	Other Contractual Services	26,770	37,696	33,239	38,725	75,309
3970	Tree Removal/Replacement	-	-	-	-	50,000
	Total	\$ 28,619	37,696	33,239	38,725	125,309
	<u>Capital Outlay</u>					
4010	Improvements - Streets & Alleys	\$ 372,123	1,861	465	-	465
4020	Improvements - Other	-	-	-	-	-
	Total	\$ 372,123	1,861	465	-	465
	Total Appropriations	\$ 717,401	382,473	426,808	392,066	532,026

REFUSE FUND

Fiscal Year '12

SUMMARY OF BASIC FUNCTION

Residential refuse pick-up is contracted through Nu-Way Disposal Service. Approximately 6,515 customers currently receive service on a weekly basis with over 335,000 pickups annually by NuWay Disposal. Residents are invoiced monthly on their water and sewer bill to fully fund these services and submit a combined payment to the Village for the above mentioned services.

This year's budget includes provisions for the continued operation of a Curb Side Recycling Program, yearly senior discounts of approximately \$25 and free leaf and branch pickup.



VILLAGE OF MOKENA
Fiscal 2012 Budget: Refuse Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Charges for Service	\$ 1,058,888	1,083,865	1,106,581	1,111,600	1,140,375
Other Revenue	5,909	5,750	5,910	5,910	6,029
Total Revenue	\$ 1,064,797	1,089,615	1,112,491	1,117,510	1,146,404
Opening Cash Balance	\$ 92,096	89,478	98,185	100,288	112,394
Total Available for Spending	\$ 1,156,893	1,179,093	1,210,676	1,217,798	1,258,798
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Commodities	\$ 11,880	12,285	14,175	13,860	14,805
Contractual Services	1,055,535	1,066,520	1,098,454	1,091,544	1,132,031
Total Appropriations	\$ 1,067,415	1,078,805	1,112,629	1,105,404	1,146,836
Ending Fund Balance	\$ 89,478	100,288	98,047	112,394	111,962

VILLAGE OF MOKENA
Fiscal 2012 Budget: Refuse Fund
Revenue [15]

		<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
260	<u>Charges for Service</u>					
2710	Refuse Collection Charges	\$ 1,058,888	1,083,865	1,106,581	1,111,600	1,140,375
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 997	670	850	930	950
2970	Miscellaneous Revenue	4,912	5,080	5,060	4,980	5,079
	Total	\$ 5,909	5,750	5,910	5,910	6,029
	Revenue Grand Total	\$ 1,064,797	1,089,615	1,112,491	1,117,510	1,146,404
	Opening Cash Balance	\$ 92,096	89,478	98,185	100,288	112,394
	Total Available for Spending	\$ 1,156,893	1,179,093	1,210,676	1,217,798	1,258,798

Appropriations [15-129]

		<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
	<u>Commodities</u>					
3450	Public Relations	\$ 11,880	12,285	14,175	13,860	14,805
	<u>Contractual Services</u>					
3610	Accounting Services	\$ 395	314	415	331	250
3730	Refuse Service	1,014,392	1,024,643	1,055,645	1,048,819	1,088,539
3840	Interfund Service Charge	40,748	41,563	42,394	42,394	43,242
	Total	\$ 1,055,535	1,066,520	1,098,454	1,091,544	1,132,031
	Total Appropriations	\$ 1,067,415	1,078,805	1,112,629	1,105,404	1,146,836

VILLAGE OF MOKENA
Fiscal 2012 Budget: Water & Sewer Fund
Summary

	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Revenues					
Water Department	\$ 3,309,929	3,622,864	3,551,824	3,610,662	3,583,492
Sewer Department	1,639,155	1,714,487	1,696,599	1,703,604	1,867,029
Total Revenue	\$ 4,949,084	5,337,351	5,248,423	5,314,266	5,450,521
Opening Cash Balance:					
Water Dept. - Operating	\$ 1,042,457	989,595	1,154,676	1,190,975	1,233,697
Water Dept. - Encumbered Res.	-	-	-	-	-
Sewer Dept. - Operating	477,780	398,518	457,362	474,575	422,755
Sewer Dept. - Encumbered Res.	-	-	-	-	-
Total Opening Cash Balance	\$ 1,520,237	1,388,113	1,612,038	1,665,550	1,656,452
Total Cash Available	\$ 6,469,321	6,725,464	6,860,461	6,979,816	7,106,973
Less: Water - Encum. Res.	\$ -	-	-	-	-
Sewer - Encum. Res.	-	-	-	-	-
Total Available for Spending	\$ 6,469,321	6,725,464	6,860,461	6,979,816	7,106,973
Appropriations					
Water Department	\$ 3,362,791	3,421,484	3,707,584	3,567,940	3,783,508
Sewer Department	1,718,417	1,638,430	1,823,644	1,755,424	1,864,440
Total Appropriations	\$ 5,081,208	5,059,914	5,531,228	5,323,364	5,647,948
Ending Cash Balance:					
Water Dept. - Operating	\$ 989,595	1,190,975	998,916	1,233,697	1,033,681
Sewer Dept. - Operating	398,518	474,575	330,317	422,755	425,344
Total Operating Cash	\$ 1,388,113	1,665,550	1,329,233	1,656,452	1,459,025
Water Dept. - Encumbered Res.	\$ -	\$ -	-	-	-
Sewer Dept. - Encumbered Res.	-	-	-	-	-
Total Encumbered Reserves	\$ -	-	-	-	-
Total Ending Fund Balance	\$ 1,388,113	1,665,550	1,329,233	1,656,452	1,459,025

WATER OPERATING FUND BUDGET SUMMARY

REVENUE

Current FY '11

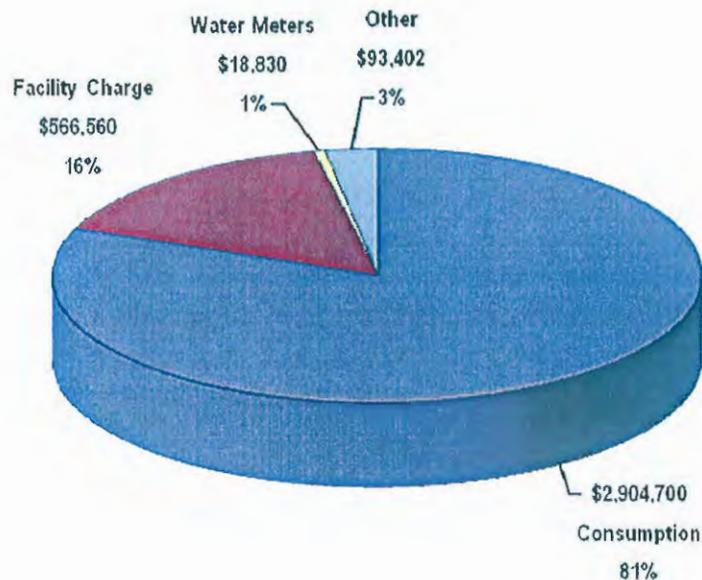
Estimated FY '11 Revenues are anticipated to be above budget by approximately \$59K. This is primarily due to a slight increase in water consumption, facility charges, meter installation, and other charges \$66K, with interest earnings and miscellaneous income being down (\$7.4K).

Proposed FY '12

FY '12 Revenues are budgeted to increase above FY '11 levels by approximately \$32K. A small increase in water consumption levels is being projected.

Total Water Revenues for FY '12 are budgeted at \$3,583,492. Illustrated by the chart found below, one will be able to see the breakdown of revenues for the entire Water Fund by major category.

TOTAL REVENUES



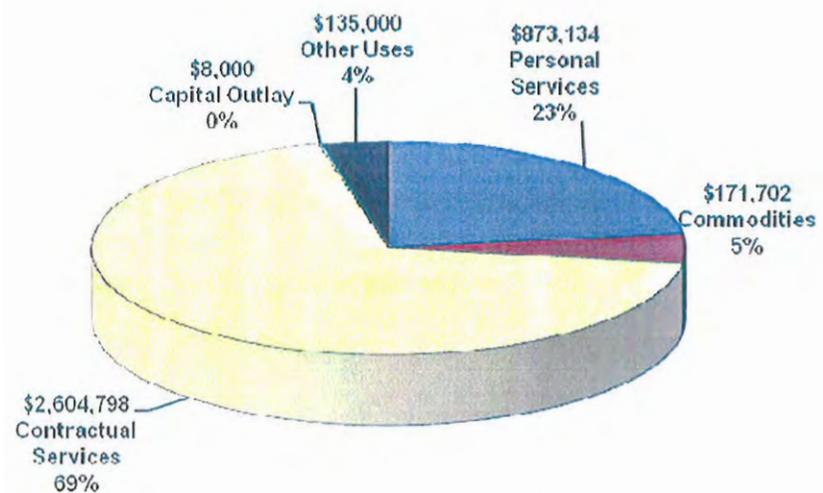
EXPENDITURES

Current FY '11 Estimated FY '11 expenditures are anticipated to be approximately (\$140K) less than budgeted. This is mainly attributable to lower electricity and gas costs (\$13K), lower water costs (\$16K), and the contingency line item (\$100K) not being utilized.

Proposed FY '12 FY '12 Water Operating Fund Expenditures are proposed to increase above FY '11 levels by approximately \$76K. This is mainly attributable to increases in personnel costs \$81K, water costs \$14K, fuel costs \$5K, water meters \$11K, bond principal \$10K. Other core expenditures will be reduced by (\$45K) resulting in a \$76K overall increase.

Total Water Expenses are budgeted at \$3,783,508. Illustrated by the Pie Chart found below, one will be able to see the breakdown of expenditures of the Water Fund by major category.

TOTAL EXPENSES



FUND BALANCE

Current FY '11

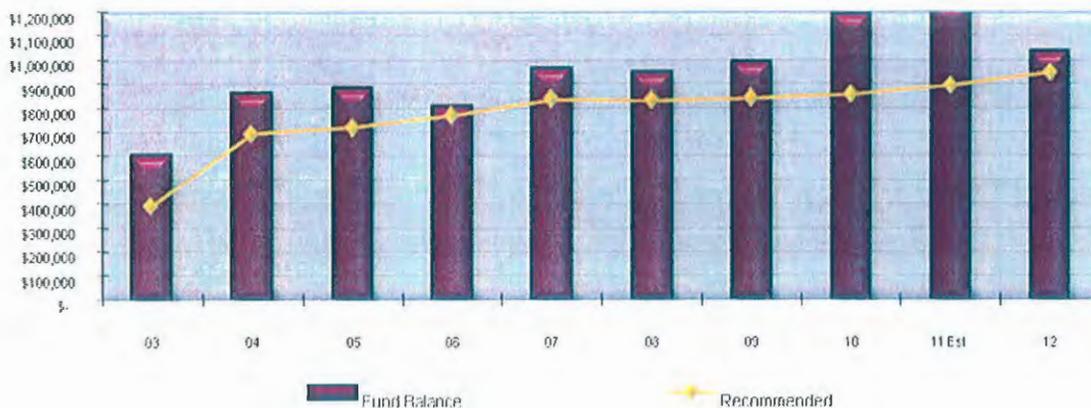
You will note the FY '11 Water Operating Fund estimated ending fund balance to be approximately \$1.23M. This is above the budgeted FY '11 balance by approximately \$235K. The rationale for this higher than projected year end cash position is as follows:

The actual FY '10 Year End Fund Balance was approximately \$36K above anticipated. Additionally, FY '11 revenues are anticipated to be \$59K above budget and FY '11 expenditures are forecasted to be below budget levels by approximately (\$140K).

Proposed FY '12

Below you will note the cash position of the Water Enterprise Fund for the last several budget cycles along with Proposed FY '12 levels. The proposed FY '12 year end balance is \$1.03M which is higher than the Board's policy guidelines of maintaining 25% of the annual expenditures in each major fund. Since the transition to Lake Michigan water in FY '03, the Village Board has chosen a steady approach to fund balance levels in the water fund. This approach has enabled the Village Board to analyze unforeseen events and make solid policy decisions regarding rates and other operational aspects.

Water Fund Balance Comparison
FY 03-12 Budgets



STATUS OF GOALS FOR FY '11

1. Complete Village wide watermain leak survey. (C100%)
2. Paint 300 fire hydrants throughout the Village. (C100%)
3. Inspect all new commercial buildings throughout the Village for proper sprinkler meter installations. (C100%)
4. Provide “in-house” monthly safety training to all water department personnel. (Tool box talks). (C100%)
5. Purchase, install and train personnel on the new meter reading equipment and software.(C100%)

SIGNIFICANT GOALS FOR FY '12

1. Complete Village wide water main leak survey.
2. Paint 300 fire hydrants throughout the Village.
3. Inspect all new commercial buildings throughout the Village for proper sprinkler meter installations.
4. Provide “in-house” monthly safety training to all water department personnel. (Tool box talks).
5. Tag all water alarm circuits at all facilities.
6. Sealcoat driveways at Francis Road & 187th Street Pump Stations.
7. Incorporate two replacement Water & Sewer Operators into operations schedule.
8. Assist in development of Water Operator’s Committee for joint lake water system.
9. Assist Administrative Department in water rate assessment.

VILLAGE OF MOKENA
Fiscal 2012 Budget: Water Department
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Charges for Service	\$ 3,256,735	3,589,254	3,529,480	3,595,762	3,568,090
Other Revenue	53,194	33,610	22,344	14,900	15,402
Total Revenue	\$ 3,309,929	3,622,864	3,551,824	3,610,662	3,583,492
Opening Cash Balance:					
Operating Balance	\$ 1,042,457	989,595	1,154,676	1,190,975	1,233,697
Encumbered Reserve Balance	\$ -	-	-	-	-
Total Cash Balance	\$ 4,352,386	4,612,459	4,706,500	4,801,637	4,817,189
Less: Encum. Reserves	\$ -	-	-	-	-
Total Available for Spending	\$ 4,352,386	4,612,459	4,706,500	4,801,637	4,817,189
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Personal Services	\$ 813,005	801,342	784,698	793,259	865,318
Commodities	163,040	116,947	154,446	151,146	171,702
Contractual Services	2,329,263	2,410,089	2,593,590	2,555,950	2,603,488
Capital Outlay	22,483	58,106	39,850	32,585	8,000
Other Financing Uses	35,000	35,000	135,000	35,000	135,000
Total Appropriations	\$ 3,362,791	3,421,484	3,707,584	3,567,940	3,783,508
Ending Operating Balance	\$ 989,595	1,190,975	998,916	1,233,697	1,033,681
Encumbered Reserve Balance	\$ -	-	-	-	-
Ending Fund Balance	\$ 989,595	1,190,975	998,916	1,233,697	1,033,681

VILLAGE OF MOKENA
Fiscal 2012 Budget: Water Department
Revenue [16]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
260	<u>Charges For Service</u>					
2610	Water Sales	\$ 2,618,321	2,926,791	2,880,000	2,929,000	2,904,700
2640	Facility Charge	540,304	554,198	555,682	561,500	566,560
2660	Water Meter Installation	31,221	34,821	19,590	28,000	18,830
2690	Other Charges	66,889	73,444	74,208	77,262	78,000
	Total	\$ 3,256,735	3,589,254	3,529,480	3,595,762	3,568,090
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 16,782	9,396	10,000	8,900	7,500
2970	Miscellaneous Income	36,412	24,214	12,344	6,000	7,902
	Total	\$ 53,194	33,610	22,344	14,900	15,402
	Revenue Grand Total	\$ 3,309,929	3,622,864	3,551,824	3,610,662	3,583,492
	Opening Cash Balance:					
	Operating Balance	\$ 1,042,457	989,595	1,154,676	1,190,975	1,233,697
	Encumbered Reserve Balance	\$ -	-	-	-	-
	Total Cash Available	4,352,386	4,612,459	4,706,500	4,801,637	4,817,189
	Less: Encum. Res. Balance	\$ -	-	-	-	-
	Total Available for Spending	\$ 4,352,386	4,612,459	4,706,500	4,801,637	4,817,189

VILLAGE OF MOKENA
Fiscal 2012 Budget: Water Department
Appropriations [16-130]

	<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>	
	<u>Fiscal '09</u>	<u>Fiscal '10</u>	<u>Fiscal '11</u>	<u>Fiscal '11</u>	<u>Fiscal '12</u>	
<u>Personal Services</u>						
3010	Salaries (Full Time)	\$ 521,333	540,503	498,249	501,521	559,335
3020	Salaries (Part Time)	6,945	101	-	-	-
3030	Salaries (Overtime)	14,479	11,056	15,065	15,000	15,726
3040	Unemployment Contribution	922	666	1,104	1,076	2,106
3050	FICA Contribution	33,683	34,106	31,825	31,624	35,654
3051	Medicare Contribution	7,891	8,008	7,443	7,396	8,338
3060	Workmen's Compensation	33,257	22,952	32,316	31,751	26,547
3070	IMRF Contribution	62,847	63,956	65,448	65,887	76,483
3100	Hospital/Life Insurance	131,648	119,994	133,248	139,004	141,129
	Total	\$ 813,005	801,342	784,698	793,259	865,318
<u>Commodities</u>						
3210	Office Supplies	\$ 1,506	1,654	1,700	1,650	1,700
3220	Postage	10,734	15,288	18,685	18,643	19,885
3230	Conferences, Mtgs. & Seminars	874	149	430	150	1,090
3240	Membership Dues	385	446	535	525	568
3250	Professional Development	25	-	380	5	480
3260	Publications	52	29	30	30	260
3270	Liability Insurance	21,251	16,679	25,409	25,409	24,736
3280	Clothing & Personal Expenses	3,322	2,777	3,700	3,000	3,500
3290	Printing	3,545	3,014	3,800	3,850	4,690
3300	Vehicle Expense (Gasoline)	12,878	14,988	18,000	17,400	23,000
3310	Maint. - Bldgs., Sts., & Grnds.	5,602	6,102	8,500	8,000	8,500
3320	Maint. - Vehicles & Motor Equip.	6,128	4,831	7,200	7,200	7,200
3330	Small Tools	1,399	94	340	600	855
3360	Repair Materials	15,323	14,447	15,000	19,350	15,080
3380	Stone & Sand	3,312	3,171	3,000	3,000	3,000
3410	Water Meters - New Construction	45,878	26,297	15,760	15,118	20,040
3411	Water Meters - Replacements	17,788	-	21,490	20,000	28,075
3440	Miscellaneous	336	925	958	612	958
3450	Public Relations	5,200	2,541	4,960	2,669	3,500
3460	Chemicals	2,253	2,329	2,834	2,500	2,825
3510	Equipment	5,249	1,186	1,735	1,435	1,760
3520	Furniture	-	-	-	-	-
	Total	\$ 163,040	116,947	154,446	151,146	171,702

VILLAGE OF MOKENA
Fiscal 2012 Budget: Water Department
Appropriations [16-130]

	<u>Actual</u> Fiscal '09	<u>Actual</u> Fiscal '10	<u>Budgeted</u> Fiscal '11	<u>Estimated</u> Fiscal '11	<u>Board App.</u> Fiscal '12
<u>Contractual Services</u>					
3610	\$ 3,297	2,620	3,460	2,764	2,150
3620	-	-	500	-	500
3630	-	1,336	750	516	750
3640	55	5	350	350	50
3690	3,950	9,721	12,015	11,850	12,275
3710	-	-	200	-	200
3750	-	61	-	-	-
3770	99,376	91,578	105,000	92,000	95,000
3780	15,405	17,708	17,142	17,060	17,162
3790	812	580	850	805	850
3840	72,763	74,218	75,702	75,702	77,216
3850	654	546	701	665	791
3860	88,236	66,543	91,290	85,000	93,200
3870	62	13	50	13	51
3890	230,000	240,000	280,000	280,000	290,000
3900	89,231	116,428	87,713	87,713	82,013
3910	-	-	100	-	100
3950	284,976	270,520	272,187	271,625	271,414
3960	1,440,446	1,518,212	1,645,580	1,629,887	1,659,766
3961	-	-	-	-	-
	Total	\$ 2,329,263	2,410,089	2,593,590	2,555,950
	Total Operating Expenses	\$ 3,305,308	3,328,378	3,532,734	3,500,355
<u>Capital Outlay</u>					
4020	\$ -	-	-	-	-
4030	-	-	-	-	-
4040	1,200	1,414	39,850	32,585	8,000
4050	-	-	-	-	-
4080	21,283	56,692	-	-	-
4100	-	-	-	-	-
	Total	\$ 22,483	58,106	39,850	32,585
<u>Other Financing Uses</u>					
4280	\$ -	-	100,000	-	100,000
5000	-	-	-	-	-
	A. Trf. to Escrow for Joint System	35,000	35,000	35,000	35,000
	Total	\$ 35,000	35,000	135,000	35,000
	Total Appropriations	\$ 3,362,791	3,421,484	3,707,584	3,567,940

DEPARTMENT Water Dept.

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) PRIO.	ITEM	FY '11 DEPT. REQUEST	FY '11 BOARD APPROVED	FY '12 DEPT. REQUEST	FY '12 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4080	1 Ton Dump Truck w/Plow & Spreader (50%)	\$28,800	\$0			Supp.	Additional vehicle
4040	Meter Reading equipment & upgrade	39,850	39,850			Base	To replace old obsolete equipment & software
4080	4x4 Pickup w/Plow (50%)	18,000	0			Base	Replace WS11
4080	Van (50%)	14,500	0			Base	Replace WS1
4040	Portable Generator			\$2,000	\$2,000	Supp.	New generator for WS9
4040	SCADA Computer			6,000	6,000	Base	Replace old computer

91

TOTAL	<u>\$101,150</u>		<u>\$8,000</u>
REQUESTS APPROVED		<u>\$39,850</u>	<u>\$8,000</u>

SEWER OPERATING FUND BUDGET SUMMARY

REVENUES

Current FY '11

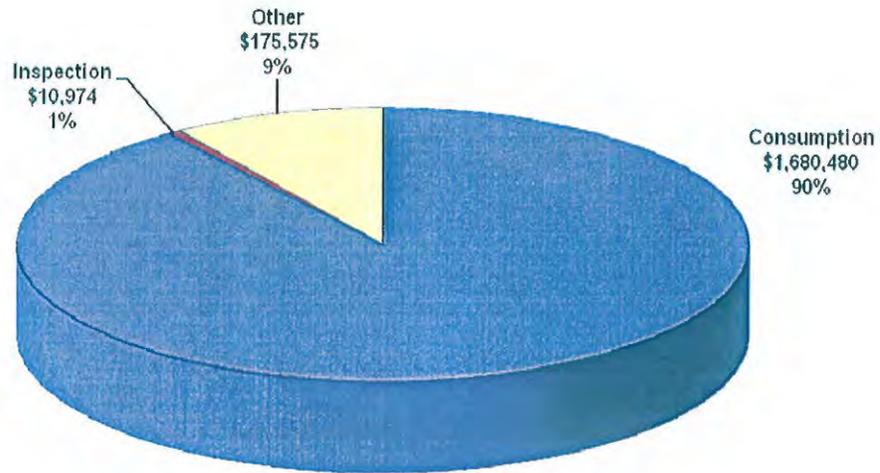
Estimated FY '11 Revenues are anticipated to be more than budget by approximately \$7K. Customer billables were slightly above projection \$6K, as well as sewer inspection fees \$2K, with other revenues being down (\$1K).

Proposed FY '12

FY '12 Revenues are budgeted to be more than FY '11 levels by approximately \$170K. The primary reason for the increase is a one-time transfer from the 187th and Wolf Road capital account to subsidize the fund balance.

Total Sewer Revenues for FY '12 are budgeted at \$1,867,029. Illustrated by the Pie Chart found below, one will be able to see the breakdown of revenues for the entire enterprise by category.

TOTAL REVENUES



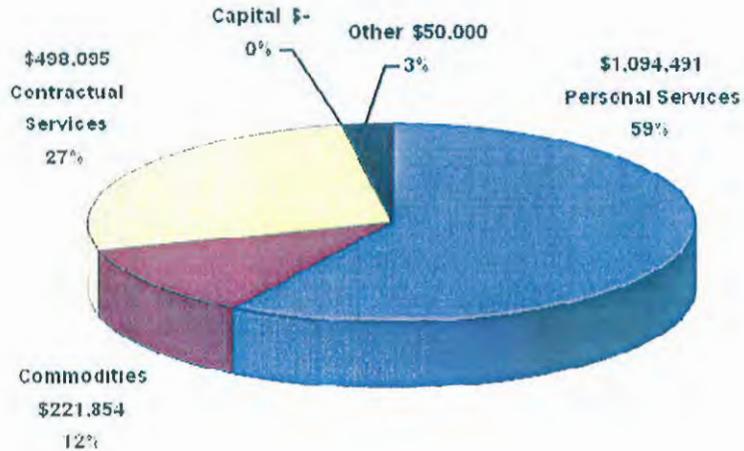
EXPENDITURES

Current FY '11 Estimated FY '11 expenditures are anticipated to be (\$68K) below budget. This is mainly attributable to a decrease in electricity and gas costs (\$25K) and the contingency line item not being utilized (\$50K).

Proposed FY '12 FY '12 Sewer Fund Expenditures are proposed to increase above FY '11 budget levels by approximately \$41K. This is primarily due to increases in personnel costs \$48K, fuel costs \$5K, chemicals \$5K, computer maintenance \$6K, and other contractual services \$6K. Other core expenditures will be reduced by (\$29K) resulting in a \$41K overall increase.

Total FY '12 Sewer Expenses are budgeted at \$1,864,440. Illustrated by the Pie Chart found below, one will be able to see the breakdown of expenditures by major category.

TOTAL EXPENSES



FUND BALANCE

Current FY '11

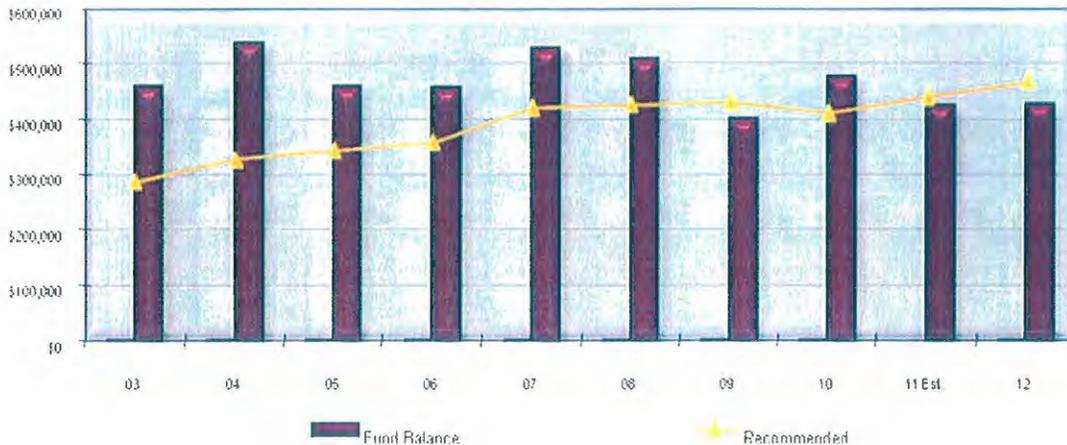
You will note the FY '11 Sewer Operating Fund estimated ending fund balance to be approximately \$423K. This is above the budgeted FY '11 balance by approximately \$92K. The rationale for this higher than projected year end cash position is as follows:

The Actual FY '10 Year End Fund Balance was approximately \$17K above anticipated. Additionally, FY '11 revenues are anticipated to be \$7K more than budgeted and FY '11 expenditures are forecasted to be below budget levels by approximately (\$68K).

Proposed FY '12

Below you will note the cash position of the Sewer Enterprise fund for the last several budget cycles along with Proposed FY '12 levels. This fund has been under constant pressure over the past few years. Rate adjustments were implemented in FY '06, FY '07, FY '09 and FY '10 all softening the flattening consumption trends. The Proposed FY '12 fund balance is \$425K (includes one-time transfer of \$171K) and is slightly lower than the Board's policy guidelines of maintaining 25% of the annual expenditures in each major fund. This fund needs constant monitoring as we move forward.

**Sewer Fund Balance Comparison
FY 03-12**



STATUS OF GOALS FOR FY '11

1. Replacement of 10 evergreen trees on the WWTP property. (C100%)
2. Continue manhole rehabilitation program. A total of 50 manholes will be rehabilitated in FY11. (C100%)
3. Vacuum, jet, and clean grease from wet wells and (6) lift stations. (C100%)
4. Oversee the final engineering design of the WWTP expansion from 2.5 to 3.3 MGD. (C100%)
5. Oversee the final engineering design of the excess flow lagoon. (C100%)
6. Complete Phase 3 of the Lift Station SCADA Project. (C100%)
7. Provide "in-house" SCADA training to all sewer department personnel. (C100%)
8. Upgrade Control Panel at the Forrestview Lift Station. (C100%)

SIGNIFICANT GOALS FOR FY '12

1. Replacement of 10 evergreen trees on the WWTP property.
2. Continue manhole rehabilitation program. A total of 50 manholes will be rehabilitated in FY12.
3. Vacuum, jet, and clean grease from wet wells and (6) lift stations.
4. Oversee the final engineering design of the WWTP expansion from 2.5 to 3.3 MGD.
5. Oversee the final engineering design of the excess flow lagoon.
6. Seal coat lift station driveways at Tara Hills and Whisper Creek.
7. Provide "in-house" SCADA training on the lift station project to all sewer department personnel.

VILLAGE OF MOKENA
Fiscal 2012 Budget: Sewer Department
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Charges for Service	\$ 1,614,001	1,701,025	1,690,429	1,698,629	1,691,454
Other Revenue	25,154	13,462	6,170	4,975	175,575
Total Revenue	\$ 1,639,155	1,714,487	1,696,599	1,703,604	1,867,029
Opening Cash Balance:					
Operating Balance	\$ 477,780	398,518	457,362	474,575	422,755
Encumbered Reserve Balance	-	-	-	-	-
Total Cash Balance	\$ 2,116,935	2,113,005	2,153,961	2,178,179	2,289,784
Less: Encum. Reserves	\$ -	-	-	-	-
Total Available for Spending	\$ 2,116,935	2,113,005	2,153,961	2,178,179	2,289,784
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Personal Services	\$ 1,034,205	986,618	1,046,513	1,058,812	1,094,491
Commodities	198,889	183,151	211,044	205,555	221,854
Contractual Services	462,840	462,049	502,026	477,558	498,095
Capital Outlay	22,483	1,414	14,061	13,499	-
Other Financing Uses	-	5,198	50,000	-	50,000
Total Appropriations	\$ 1,718,417	1,638,430	1,823,644	1,755,424	1,864,440
Ending Operating Balance	\$ 398,518	474,575	330,317	422,755	425,344
Encumbered Reserve Balance	\$ -	-	-	-	-
Ending Fund Balance	\$ 398,518	474,575	330,317	422,755	425,344

VILLAGE OF MOKENA
Fiscal 2012 Budget: Sewer Department
Revenue [16]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
260	<u>Charges For Service</u>					
2620	Sewer Charges	\$ 1,600,155	1,684,033	1,679,101	1,685,000	1,680,480
2680	Sewer Inspection Fees	13,846	16,992	11,328	13,629	10,974
	Total	\$ 1,614,001	1,701,025	1,690,429	1,698,629	1,691,454
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 5,453	4,027	3,500	3,100	2,500
2940	Interfund Revenue - (From)					
	A. Escrow - 187th & Wolf Utility	-	-	-	-	171,165
2970	Miscellaneous Income	19,701	9,435	2,670	1,875	1,910
	Total	\$ 25,154	13,462	6,170	4,975	175,575
	Revenue Grand Total	\$ 1,639,155	1,714,487	1,696,599	1,703,604	1,867,029
	Opening Cash Balance:					
	Operating Balance	\$ 477,780	398,518	457,362	474,575	422,755
	Encumbered Reserve Balance	\$ -	-	-	-	-
	Total Cash Available	\$ 2,116,935	2,113,005	2,153,961	2,178,179	2,289,784
	Less: Encum. Res. Balance	\$ -	-	-	-	-
	Total Available for Spending	\$ 2,116,935	2,113,005	2,153,961	2,178,179	2,289,784

VILLAGE OF MOKENA
Fiscal 2012 Budget: Sewer Department
Appropriations [16-131]

	<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>	
	<u>Fiscal '09</u>	<u>Fiscal '10</u>	<u>Fiscal '11</u>	<u>Fiscal '11</u>	<u>Fiscal '12</u>	
Personal Services						
3010	Salaries (Full Time)	\$ 669,021	663,732	685,182	693,315	723,471
3020	Salaries (Part Time)	6,945	101	-	-	-
3030	Salaries (Overtime)	14,479	11,042	15,065	15,000	15,726
3040	Unemployment Contribution	1,168	829	1,517	1,496	2,743
3050	FICA Contribution	42,871	41,546	43,415	43,417	45,830
3051	Medicare Contribution	10,040	9,748	10,154	10,154	10,718
3060	Workmen's Compensation	39,143	27,014	38,036	37,371	31,245
3070	IMRF Contribution	80,042	78,019	89,282	90,275	98,313
3100	Hospital/Life Insurance	170,496	154,587	163,862	167,784	166,445
	Total	\$ 1,034,205	986,618	1,046,513	1,058,812	1,094,491
Commodities						
3210	Office Supplies	\$ 1,506	1,654	1,700	1,650	1,700
3220	Postage	9,883	14,163	17,585	17,775	18,785
3230	Conferences, Mtgs. & Seminars	748	149	400	100	710
3240	Membership Dues	44	82	159	101	189
3250	Professional Development	25	-	80	5	480
3260	Publications	52	29	30	30	260
3270	Liability Insurance	35,873	28,155	42,892	42,892	41,756
3280	Clothing & Personal Expenses	3,216	2,777	3,700	3,000	3,500
3290	Printing	3,059	2,745	3,500	3,900	4,260
3300	Vehicle Expense (Gasoline)	14,098	14,582	18,000	17,400	23,000
3310	Maint. - Bldgs., Sts., & Grnds.	7,416	5,375	10,200	6,000	8,200
3320	Maint. - Vehicles & Motor Equip.	6,210	5,187	7,200	7,200	7,200
3330	Small Tools	458	-	290	290	385
3360	Repair Materials	335	-	800	1,150	800
3370	Janitorial Supplies	2,459	1,785	2,000	1,850	2,000
3380	Stone & Sand	500	559	500	500	500
3440	Miscellaneous	336	901	958	612	958
3460	Chemicals	110,481	104,674	100,000	100,000	105,241
3510	Equipment	2,190	334	1,050	1,100	1,930
3520	Furniture	-	-	-	-	-
	Total	\$ 198,889	183,151	211,044	205,555	221,854

VILLAGE OF MOKENA
Fiscal 2012 Budget: Sewer Department
Appropriations [16-131]

	Actual Fiscal '09	Actual Fiscal '10	Budgeted Fiscal '11	Estimated Fiscal '11	Board App. Fiscal '12
<u>Contractual Services</u>					
3610 Accounting Services	\$ 3,836	3,049	4,026	3,216	2,500
3620 Engineering Services	-	-	750	-	500
3630 Legal Services	115	-	250	405	250
3640 Physical Exams	55	-	350	350	50
3690 Computer Program./Maint.	3,950	9,271	12,015	11,562	12,275
3700 Sludge Removal	44,612	55,452	50,750	55,000	56,350
3710 Legal Advertising	-	-	100	-	100
3750 Public Officials Ins./Bonding	-	61	-	-	-
3770 Electricity & Gas	280,927	265,101	290,000	265,000	275,000
3780 Telephone	4,626	5,075	5,172	4,750	4,802
3790 Comm./Office Machine Maint.	812	580	850	805	850
3840 Interfund Service Charge	72,763	74,218	75,702	75,702	77,216
3850 Leased Equipment	654	546	701	665	791
3860 Other Contractual Services	48,679	47,139	59,720	58,500	65,770
3870 Auto Mileage & Expense Reimb.	291	13	50	13	51
3890 Bond Principal	-	-	-	-	-
3900 Bond Interest	-	-	-	-	-
3950 Contractual Payments	1,520	1,544	1,590	1,590	1,590
Total	\$ 462,840	462,049	502,026	477,558	498,095
Total Operating Expenses	\$ 1,695,934	1,631,818	1,759,583	1,741,925	1,814,440
<u>Capital Outlay</u>					
4030 Improvements - Facilities	\$ -	-	-	-	-
4040 Machinery & Equipment	1,200	1,414	14,061	13,499	-
4050 Improvements & Extensions	-	-	-	-	-
4080 Vehicle Acquisition	21,283	-	-	-	-
4100 Office Furniture	-	-	-	-	-
Total	\$ 22,483	1,414	14,061	13,499	-
<u>Other Financing Uses</u>					
4280 Contingencies	\$ -	5,198	50,000	-	50,000
5000 Transfer - Out	-	-	-	-	-
A. Plant Replacement Fund	-	-	-	-	-
B. Plant Expansion Fund	-	-	-	-	-
Total	\$ -	5,198	50,000	-	50,000
Total Appropriations	\$ 1,718,417	1,638,430	1,823,644	1,755,424	1,864,440

DEPARTMENT Sewer Dept.

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) PRIO.	ITEM	FY '11 DEPT. REQUEST	FY '11 BOARD APPROVED	FY '12 DEPT. REQUEST	FY '12 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	Control Panel Upgrade Forestview Lift Station	\$14,061	\$14,061			Base	To upgrade control panel to new technology
4080	4x4 Pickup w/Plow (50%)	18,000	0			Base	Replace WS11
4080	Van (50%)	14,500	0			Base	Replace WS1

TOTAL \$46,561

\$0

REQUESTS APPROVED

\$14,061

\$0

MUNICIPAL PARKING LOT FUND

Fiscal Year '12

SUMMARY OF BASIC FUNCTION

The Front Street lot (located just east of Wolf Road between Front and McGovney Streets) provides approximately 185 parking spaces.

The METRA/Hickory Creek 1114 space parking facility is located east of LaGrange Road, north of 191st Street.

The Willowcrest lot is located one block north of Front Street just west of Wolf Road near the Mokena Elementary School and provides approximately 101 parking spaces for METRA commuters.

Additionally, there are 58 daily parking spaces available at the Village Hall lot (located on Division Street - between Carpenter and Third Streets). These lots all provide commuters access to the Rock Island Metra Line downtown to LaSalle Street Station.

Parking revenues are derived from a daily fee charged for each parking space, with revenues used to operate and maintain the parking facilities.

A comprehensive package of parking lot improvements is planned for implementation in the first quarter of the 2012 fiscal year. These improvements include the replacement of aging and deteriorating fare boxes at several facilities, the replacement of shelters at Hickory Creek, and the installation of additional security cameras at Hickory Creek.

Later in fiscal year 2012, the daily parking fee will increase from \$1 to \$1.25. Commuters will be able to conveniently pay the new fee with pre-paid single use tokens (a cashless system), or they may continue paying with cash.

MUNICIPAL PARKING LOT SIGNIFICANT GOALS FOR FY '12

1. Implement daily fee rate increase in October.
2. Implement alternative daily fee token.
3. Construct new shelters at Hickory Creek Station. *
4. Install new/upgraded pay boxes throughout system. *
5. Install additional security cameras at the Hickory Creek Lot. *

* *Through Capital Repair & Replacement Fund*

VILLAGE OF MOKENA
Fiscal 2012 Budget: Municipal Parking Lot Fund
Summary

<u>Revenues</u>	<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
Charges for Service	\$ 270,149	249,340	245,000	244,000	293,288
Other Revenue	1,965	1,382	1,516	1,346	1,267
Total Revenue	\$ 272,114	250,722	246,516	245,346	294,555
Opening Cash Balance	\$ 93,355	69,789	55,742	60,847	26,988
Total Available for Spending	\$ 365,469	320,511	302,258	306,193	321,543

<u>Appropriations</u>	<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
Personal Services	\$ 117,600	113,966	137,280	140,972	141,027
Commodities	8,772	1,872	7,250	6,000	12,850
Contractual Services	158,058	140,401	132,638	132,233	136,691
Capital Outlay	-	3,425	-	-	-
Other Financing Uses	11,250	-	-	-	-
Total Appropriations	\$ 295,680	259,664	277,168	279,205	290,568
Ending Fund Balance	\$ 69,789	60,847	25,090	26,988	30,975

VILLAGE OF MOKENA
Fiscal 2012 Budget: Municipal Parking Lot Fund
Revenue [17]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
260	<u>Charges for Service</u>					
2630	Parking Fees	\$ 270,149	249,340	245,000	244,000	293,288
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 950	368	500	330	250
2970	Miscellaneous Income	1,015	1,014	1,016	1,016	1,017
	Total	\$ 1,965	1,382	1,516	1,346	1,267
	Revenue Grand Total	\$ 272,114	250,722	246,516	245,346	294,555
	Opening Cash Balance	\$ 93,355	69,789	55,742	60,847	26,988
	Total Available for Spending	\$ 365,469	320,511	302,258	306,193	321,543

VILLAGE OF MOKENA
Fiscal 2012 Budget: Municipal Parking Lot Fund
Appropriations [17-132]

	<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>	
	<u>Fiscal '09</u>	<u>Fiscal '10</u>	<u>Fiscal '11</u>	<u>Fiscal '11</u>	<u>Fiscal '12</u>	
<u>Personal Services</u>						
3010	Salaries (Full Time)	\$ 51,123	49,544	89,279	91,884	97,250
3020	Salaries (Part Time)	30,294	31,047	4,937	4,859	-
3030	Salaries (Overtime)	382	358	588	588	623
3040	Unemployment Contribution	342	254	262	295	382
3050	FICA Contribution	5,076	4,989	5,878	5,950	6,068
3051	Medicare Contribution	1,187	1,167	1,375	1,400	1,419
3060	Workmen's Compensation	8,535	5,891	8,294	8,149	6,813
3070	IMRF Contribution	9,525	9,345	7,634	7,745	7,998
3100	Hospital/Life Insurance	11,136	11,371	19,033	20,102	20,474
	Total	\$ 117,600	113,966	137,280	140,972	141,027
<u>Commodities</u>						
3280	Clothing & Personal Expenses	\$ 612	54	400	200	400
3310	Maint: Bldgs., Sts., & Grnds.	7,347	1,178	5,300	5,300	10,900
3340	Traffic & Street Sign Material	778	640	1,500	500	1,500
3440	Miscellaneous	35	-	50	-	50
	Total	\$ 8,772	1,872	7,250	6,000	12,850
<u>Contractual Services</u>						
3610	Accounting Services	\$ 451	359	474	378	300
3620	Engineering Services	-	-	-	-	-
3710	Legal Advertising	-	-	150	-	150
3760	Street Lighting - Energy Charge	4,805	4,439	5,300	4,200	4,800
3780	Telephone	2,255	1,258	180	118	150
3840	Interfund Service Charge	68,223	69,587	70,979	70,979	72,399
3860	Other Contractual Services	74,431	56,771	47,525	48,525	50,862
3890	Bond Principal	-	-	-	-	-
3900	Bond Interest	-	-	-	-	-
3950	Contractual Payments	7,893	7,987	8,030	8,033	8,030
	Total	\$ 158,058	140,401	132,638	132,233	136,691
<u>Capital Outlay</u>						
4020	Improvements: Other	\$ -	-	-	-	-
4040	Machinery & Equipment	-	3,425	-	-	-
4080	Vehicle Acquisitions	-	-	-	-	-
	Total	\$ -	3,425	-	-	-
<u>Other Financing Uses</u>						
5000	Transfer - Out	\$ 11,250	-	-	-	-
	Total Appropriations	\$ 295,680	259,664	277,168	279,205	290,568

VILLAGE OF MOKENA
Fiscal 2012 Budget: Sewer System Capital Improvement Fund
Summary

<u>Revenues</u>	<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
Exaction Fees	\$ -				
Charges for Service	82,538	124,523	85,488	79,587	84,373
Other Revenue	13,786	7,106	6,650	6,650	5,600
Total Revenue	\$ 96,324	131,629	92,138	86,237	89,973
Opening Cash Balance	\$ 1,296,447	1,073,963	895,499	905,592	649,763
Total Available for Spending	\$ 1,392,771	1,205,592	987,637	991,829	739,736
<u>Appropriations</u>	<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
Contractual Services	\$ -		8,066	8,066	23,332
Capital Outlay	78,808	60,000	94,000	94,000	53,775
Other Financing Uses	240,000	240,000	260,000	240,000	20,000
Total Appropriations	\$ 318,808	300,000	362,066	342,066	97,107
Ending Fund Balance	\$ 1,073,963	905,592	625,571	649,763	642,629

VILLAGE OF MOKENA
Fiscal 2012 Budget: Sewer System Capital Improvement Fund
Revenue [19]

		<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
254	<u>Exaction Fees</u>					
2560	Contributions	\$ -				
260	<u>Charges for Service</u>					
2650	Tap-On Fees	\$ 82,538	124,523	85,488	79,587	84,373
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 13,786	7,106	6,650	6,650	5,600
	Revenue Grand Total	\$ 96,324	131,629	92,138	86,237	89,973
	Opening Cash Balance	\$ 1,296,447	1,073,963	895,499	905,592	649,763
	Total Available for Spending	\$ 1,392,771	1,205,592	987,637	991,829	739,736

Appropriations [19-140]

		<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
	<u>Contractual Services</u>					
3620	Engineering Services	\$ -	-	8,066	8,066	23,332
3710	Legal Advertising	-	-	-	-	-
	Total	\$ -	-	8,066	8,066	23,332
	<u>Capital Outlay</u>					
4030	Improvements - Facilities	\$ -	-	-	-	-
4040	Machinery & Equipment	68,306	60,000	84,000	84,000	-
4050	Improvements & Extensions	10,502	-	10,000	10,000	53,775
4080	Vehicle Acquisition	-	-	-	-	-
	Total	\$ 78,808	60,000	94,000	94,000	53,775
	<u>Other Financing Uses</u>					
4280	Contingencies	\$ -	-	20,000	-	20,000
5000	Transfer - Out					
	A. To Plant Expansion Fund	240,000	240,000	240,000	240,000	-
	Total	\$ 240,000	240,000	260,000	240,000	20,000
	Total Appropriations	\$ 318,808	300,000	362,066	342,066	97,107

VILLAGE OF MOKENA
Fiscal 2012 Budget: Water System Capital Improvement Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Exaction Fees	\$ -	-	-	-	-
Charges for Service	251,533	373,569	256,492	231,008	253,089
Other Revenue	7,325	3,893	7,200	5,000	3,100
Total Revenue	\$ 258,858	377,462	263,692	236,008	256,189
Opening Cash Balance	\$ 701,631	531,991	774,974	800,196	897,454
Total Available for Spending	\$ 960,489	909,453	1,038,666	1,036,204	1,153,643
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Contractual Services	\$ 164,285	9,257	38,750	38,750	20,000
Capital Outlay	164,213	-	-	-	111,000
Other Financing Uses	100,000	100,000	120,000	100,000	640,000
Total Appropriations	\$ 428,498	109,257	158,750	138,750	771,000
Ending Fund Balance	\$ 531,991	800,196	879,916	897,454	382,643

VILLAGE OF MOKENA
Fiscal 2012 Budget: Water System Capital Improvement Fund
Revenue [20]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
254	<u>Exaction Fees</u>					
2560	Contributions	\$				
260	<u>Charges for Service</u>					
2650	Tap-On Fees	\$ 251,533	373,569	256,492	231,008	253,089
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 7,325	3,893	7,200	5,000	3,100
	Revenue Grand Total	\$ 258,858	\$ 377,462	\$ 263,692	\$ 236,008	\$ 256,189
	Opening Cash Balance	\$ 701,631	531,991	774,974	800,196	897,454
	Total Available for Spending	\$ 960,489	909,453	1,038,666	1,036,204	1,153,643

Appropriations [20-141]

		<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
	<u>Contractual Services</u>					
3620	Engineering Services	\$ 164,285	9,224	38,750	38,750	20,000
3630	Legal Services	-	33	-	-	-
3710	Legal Advertising	-	-	-	-	-
	Total	\$ 164,285	9,257	38,750	38,750	20,000
	<u>Capital Outlay</u>					
4050	Improvements & Extensions	\$ 164,213	-	-	-	111,000
4060	Land Acquisition	-	-	-	-	-
	Total	\$ 164,213	-	-	-	111,000
	<u>Other Financing Uses</u>					
4280	Contingencies	\$ -	-	20,000	-	20,000
5000	Transfer - Out					
	A. Trf. to Escrow for Water Imp.	100,000	100,000	100,000	100,000	50,000
	B. Trf. to General Fund for Capital	-	-	-	-	570,000
	Total	\$ 100,000	100,000	120,000	100,000	640,000
	Total Appropriations	\$ 428,498	109,257	158,750	138,750	771,000

SEWER PLANT REPLACEMENT FUND

Fiscal Year '12

This fund currently exists as a Depository for Encumbered Revenues utilized to Repair/Replace our existing Sewer Plant. The fund generates adequate revenue to offset the anticipated annual expenses.

The fund currently has a balance in excess of \$1M with anticipated annual replacement costs of approximately \$60K per year.



Notable expenditures for FY 12 are:

- Provides for replacement of air operated diaphragm pump at WWTP. \$1.9K

- Provides for replacement of thickened sludge pump at WWTP. \$13.4K
- Provides for replacement of back wash waste pump at WWTP. \$7.7K
- Provides for replacement of D.E. loading screw at WWTP. \$3.3K
- Provides for replacement of knife blade set at WWTP. \$6.3K
- Provides for rebuilding of 100hp motor at WWTP. \$1.8K
- Provides for replacement of autoclave (lab) at WWTP. \$5K
- Provides for replacement of raw pump at WWTP. \$13.8K
- Provides for replacement of air compressor (non-potable system) at WWTP. \$8K

VILLAGE OF MOKENA
Fiscal 2012 Budget: Sewer Plant Replacement Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Other Revenue	\$ 10,850	5,655	9,250	3,750	3,500
Total Revenue	\$ 10,850	5,655	9,250	3,750	3,500
Opening Cash Balance	\$ 1,166,541	1,136,075	1,098,506	1,106,437	1,090,187
Total Available for Spending	\$ 1,177,391	1,141,730	1,107,756	1,110,187	1,093,687
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Contractual Services	\$ -	-	-	-	-
Capital Outlay	41,316	35,293	34,230	20,000	61,225
Other Financing Uses	-	-	50,000	-	50,000
Total Appropriations	\$ 41,316	35,293	84,230	20,000	111,225
Ending Fund Balance	\$ 1,136,075	1,106,437	1,023,526	1,090,187	982,462

VILLAGE OF MOKENA
Fiscal 2012 Budget: Sewer Plant Replacement Fund
Revenue [21]

	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
290 Other Revenue					
2910 Interest Earnings	\$ 10,850	5,655	9,250	3,750	3,500
2940 Interfund Revenue - (From) A. Sewer Department	-	-	-	-	-
Total	\$ 10,850	5,655	9,250	3,750	3,500
Revenue Grand Total	\$ 10,850	5,655	9,250	3,750	3,500
Opening Cash Balance	\$ 1,166,541	1,136,075	1,098,506	1,106,437	1,090,187
Total Available for Spending	\$ 1,177,391	1,141,730	1,107,756	1,110,187	1,093,687

Appropriations [21-142]

	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Contractual Services					
3440 Miscellaneous	\$ -	-	-	-	-
3510 Machinery & Equipment	-	-	-	-	-
3620 Engineering Services	-	-	-	-	-
3710 Legal Advertising	-	-	-	-	-
Total	\$ -	-	-	-	-
Capital Outlay					
4030 Improvements - Facilities	\$ -	15,169	-	-	-
4040 Machinery & Equipment	41,316	20,124	34,230	20,000	61,225
4050 Improvements & Extensions	-	-	-	-	-
Total	\$ 41,316	\$ 35,293	\$ 34,230	\$ 20,000	\$ 61,225
Other Financing Uses					
4280 Contingencies	\$ -	-	50,000	-	50,000
Total Appropriations	\$ 41,316	35,293	84,230	20,000	111,225

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) Prio.	ITEM	FY '11 DEPT. REQUEST	FY '11 BOARD APPROVED	FY '12 DEPT. REQUEST	FY '12 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	Digester Blower	\$2,860	\$2,860			Base	Replace aging equipment
4040	Raw Pump	13,200	13,200			Base	Replace aging equipment
4040	Air Handler (Roof Top)	5,170	5,170			Base	Replace aging equipment
4040	Unit Heater (Bldg 20)	2,400	2,400			Base	Replace aging equipment
4040	D.E. Mixer	5,500	5,500			Base	Replace aging equipment
4040	Electric Blower Motor	1,100	1,100			Base	Replace aging equipment
4040	BOD Incubator (Lab)	4,000	4,000			Base	Replace aging equipment
4040	Air Operated Diaphragm Pump			\$1,900	\$1,900	Base	Replace aging equipment
4040	Thickened Sludge Pump			13,400	13,400	Base	Replace aging equipment
4040	Back Wash Waste Pump			7,700	7,700	Base	Replace aging equipment
4040	D.E. Loading Screw			3,300	3,300	Base	Replace aging equipment
4040	Knife Blade Set			6,325	6,325	Base	Replace aging equipment
4040	Rebuild 10hp Motor			1,800	1,800	Base	Replace aging equipment
4040	Autoclave (Lab)			5,000	5,000	Base	Replace aging equipment
4040	Raw Pump			13,800	13,800	Base	Replace aging equipment
4040	Air Compressor (Non-Potable System)			8,000	8,000	Base	Replace aging equipment

TOTAL \$34,230

\$61,225

REQUESTS APPROVED

\$34,230

\$61,225

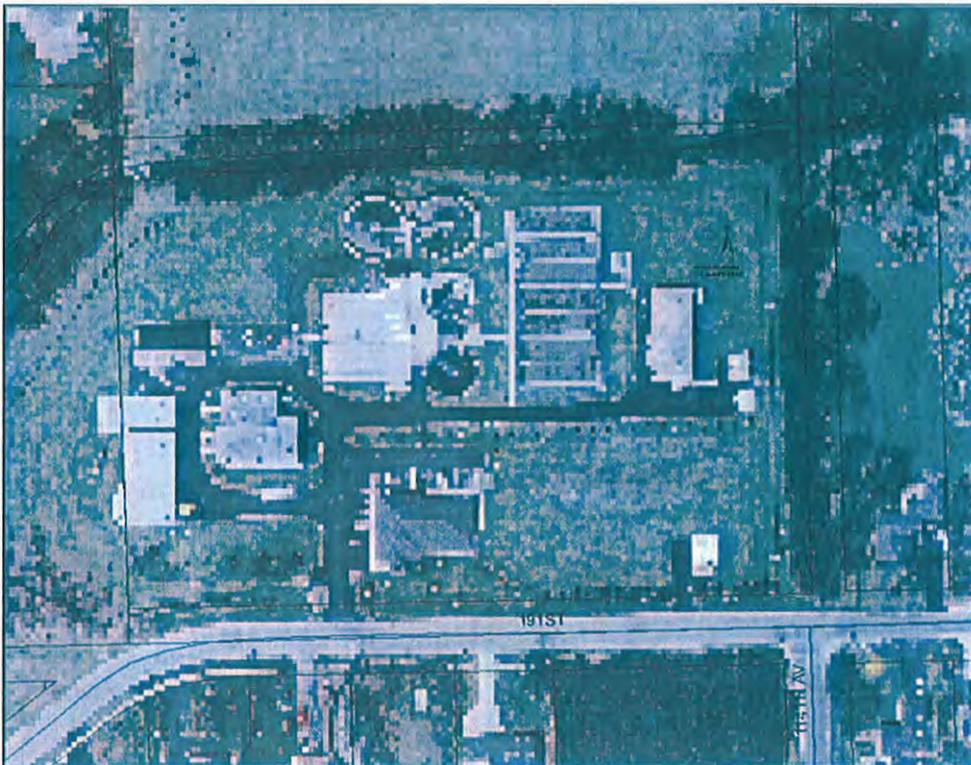
SEWER PLANT EXPANSION FUND

Fiscal Year '12

SUMMARY OF BASIC FUNCTION

This fund was established and is intended to be utilized as an Escrow Fund to accumulate fiscal resources to offset future capital or land acquisition costs affiliated with Sewer Plant Expansions. The Village Board has authorized Staff to annually transfer funds through Fiscal 2011 into this fund from the Sewer System Capital Improvement Fund. These transfers have resulted in over \$6M being earmarked for the pending plant expansion.

The Village is currently completing design and permitting to expand the facility from its current capacity of 2.5MGD to 3.3MGD. The proposed expansion is tentatively scheduled for FY 12/13.



Notable expenditures for FY 12 are:

- Provides for design of the WWTP expansion and design of the reconstruction of the excess flow lagoon and partial construction of the sewer plant expansion.

\$1.828M

VILLAGE OF MOKENA
Fiscal 2012 Budget: Plant Expansion Fund
Summary

<u>Revenues</u>	<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
Exaction Fees	\$ -	-	-	-	-
Other Revenue	294,620	267,180	294,000	278,000	32,750
Total Revenue	\$ 294,620	267,180	294,000	278,000	32,750
Opening Cash Balance	\$ 5,935,611	6,204,937	6,446,837	6,455,230	6,371,710
Total Available for Spending	\$ 6,230,231	6,472,117	6,740,837	6,733,230	6,404,460
<u>Appropriations</u>	<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
Commodities	\$ -	-	-	-	-
Contractual Services	25,294	16,887	412,000	361,520	328,737
Capital Outlay	-	-	-	-	1,500,000
Other Financing Uses	-	-	20,000	-	20,000
Total Appropriations	\$ 25,294	16,887	432,000	361,520	1,848,737
Ending Fund Balance	\$ 6,204,937	6,455,230	6,308,837	6,371,710	4,555,723

VILLAGE OF MOKENA
Fiscal 2012 Budget: Plant Expansion Fund
Revenue [22]

		<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
254	Exaction Fees					
2560	Contributions	\$ -	-	-	-	-
290	Other Revenue					
2900	Proceeds - Sale of Property	\$ -	-	-	-	-
2910	Interest Earnings	54,620	27,180	54,000	38,000	32,750
2940	Interfund Revenue - (From)					
	A. Sewer Department	-	-	-	-	-
	B. Sewer System Capital Imp.	240,000	240,000	240,000	240,000	-
	Total	\$ 294,620	267,180	294,000	278,000	32,750
	Revenue Grand Total	\$ 294,620	267,180	294,000	278,000	32,750
	Opening Cash Balance	\$ 5,935,611	6,204,937	6,446,837	6,455,230	6,371,710
	Total Available for Spending	\$ 6,230,231	6,472,117	6,740,837	6,733,230	6,404,460

Appropriations [22-143]

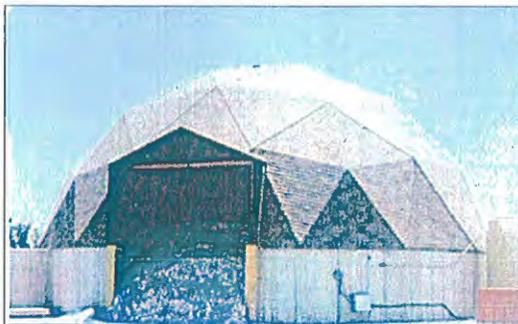
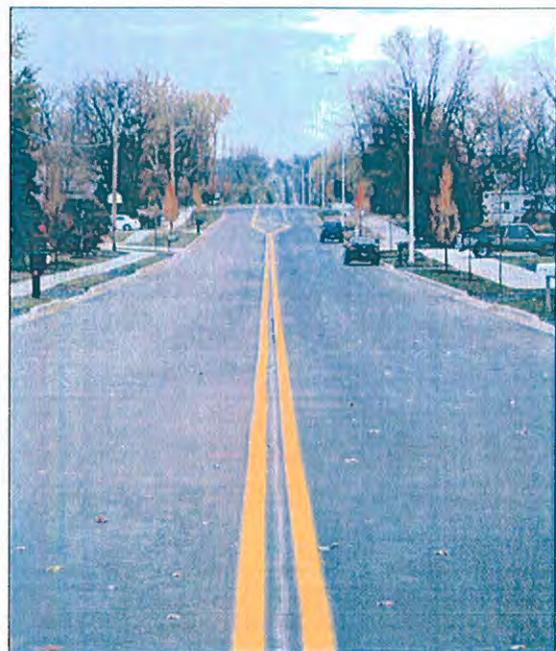
		<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
3440	Commodities					
	Miscellaneous	\$ -	-	-	-	-
	Contractual Services					
3620	Engineering Services	\$ 25,294	16,887	412,000	361,520	328,237
3630	Legal Services	-	-	-	-	-
3710	Legal Advertising	-	-	-	-	500
	Total	\$ 25,294	16,887	412,000	361,520	328,737
	Capital Outlay					
4030	Improvements - Facilities	\$ -	-	-	-	1,500,000
4060	Land Acquisition	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total	\$ -	-	-	-	1,500,000
	Other Financing Uses					
4280	Contingencies	\$ -	-	20,000	-	20,000
	Total Appropriations	\$ 25,294	16,887	432,000	361,520	1,848,737

CAPITAL IMPROVEMENT, REPAIR, AND REPLACEMENT FUND

Fiscal Year '12

SUMMARY OF BASIC FUNCTION

This fund has been established as an escrow account for capital projects that are normally long-term in nature. Included in this fund are subcategories for municipal parking facilities, water/sewer improvements, municipal facilities, and general infrastructure. Revenues are collected and deposited into this fund and then expended on specific infrastructure projects, debt service, and land acquisition.



Notable Expenditures for FY 12 are:

1	Provides funding for annual full depth patching projects	\$60K
2	Provides funding for annual sidewalk and other concrete rehabilitation projects	\$47K
3	Provides for material testing of road projects	\$6K
4	Provides for structural street light repairs	\$15K
5	Provides funding for the FY 12 road maintenance program (in lieu of MFT project).	\$663K
6	Provides for commuter parking facility improvements (shelters, pay boxes, and security cameras).	\$117K
7	Provides for Rt. 30 Phase II (Ridgemoor lighting) engineering	\$16K
8	Provides for 50% local share of Townline/Francis signals.	\$3.9K
9	Provides for Wolf Road/Metra tracks improvement (upgrade signal interconnect/grant funded).	\$7.4K
10	Provides for noise mitigation along the CN Rail line adjacent to Mokena	\$70K
11	Provides for principal and interest payments on debt service for road improvements	\$691K
12	Provides for lake water joint system maintenance contingent repair costs shared by Mokena and New Lenox	\$20K
13	Provides for contractual obligation to Tinley Park for oversizing the water main on LaPorte Road for lake water	\$98.8K
14	Provides for contractual obligation to Oak Lawn for upstream improvements	\$134K
15	Provides for one-time transfer to Sewer Operating Fund to stabilize fund balance	\$171K
16	Provides for engineering and construction of additional salt dome	\$210K

VILLAGE OF MOKENA
Fiscal 2012 Budget: Capital Improvement, Repair & Replacement Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Municipal Parking Facilities	15,374	632	700	505	350
Water Improvements	182,827	172,670	194,300	197,350	108,000
187th & Wolf - Water/Sewer Utility	1,522	229	250	188	-
Municipal Facilities	20,664	7	-	210,060	10
General Infrastructure	1,458,237	1,658,131	1,471,852	1,320,494	1,510,035
Total	\$ 1,678,624	1,831,669	1,667,102	1,728,597	1,618,395
Total Revenue	\$ 1,678,624	1,831,669	1,667,102	1,728,597	1,618,395
Opening Cash Balance	\$ 9,943,642	7,425,372	6,840,960	6,849,148	4,101,513
Total Available for Spending	\$ 11,622,266	9,257,041	8,508,062	8,577,745	5,719,908
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Actual</u> <u>Fiscal '10</u>	<u>Budgeted</u> <u>Fiscal '11</u>	<u>Estimated</u> <u>Fiscal '11</u>	<u>Board App.</u> <u>Fiscal '12</u>
Municipal Parking Facilities	-	-	26,400	26,277	117,090
Water Improvements	320,118	318,328	348,023	307,505	253,170
187th & Wolf - Water/Sewer Utility	-	-	-	-	171,165
Municipal Facilities	248,082	15,675	-	1,578	210,000
General Infrastructure	3,628,694	2,073,890	4,277,586	4,140,872	1,583,753
Total Appropriations	\$ 4,196,894	2,407,893	4,652,009	4,476,232	2,335,178
Ending Fund Balance	\$ 7,425,372	6,849,148	3,856,053	4,101,513	3,384,730

VILLAGE OF MOKENA
Fiscal 2012 Budget: Capital Improvement, Repair & Replacement Fund
Revenue [23]

	<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
<u>Project Name</u>	<u>Fiscal '09</u>	<u>Fiscal '10</u>	<u>Fiscal '11</u>	<u>Fiscal '11</u>	<u>Fiscal '12</u>
Municipal Parking Facilities					
2560 Contributions	\$ -	-	-	-	-
2910 Interest Earnings	4,124	632	700	505	350
2940 Interfund Revenue - (From)					
A. Municipal Parking Lot	11,250	-	-	-	-
Subtotal	\$ 15,374	632	700	505	350
Water Improvements					
2560 Contributions	\$ -	-	-	-	-
2570 Recaptures	-	-	-	-	-
2900 Proceeds - Sale of Property	-	-	29,000	29,000	-
2910 Interest Earnings	47,827	37,670	30,300	33,350	23,000
2940 Interfund Revenue - (From)					
A. Water Department	35,000	35,000	35,000	35,000	35,000
B. Water System Capital Imp.	100,000	100,000	100,000	100,000	50,000
2950 Bond Proceeds	-	-	-	-	-
2970 Miscellaneous Income	-	-	-	-	-
Subtotal	\$ 182,827	172,670	194,300	197,350	108,000
187th & Wolf - Water/Sewer Utility					
2560 Contributions	\$ -	-	-	-	-
2570 Recapture	-	-	-	-	-
2910 Interest Earnings	1,522	229	250	188	-
Subtotal	\$ 1,522	229	250	188	-
Municipal Facilities					
2450 Capital Grant	\$ 19,063	-	-	210,000	-
2560 Contributions	-	-	-	-	-
2910 Interest Earnings	1,601	7	-	60	10
2940 Interfund Revenue - (From)					
A. General Fund - Bldgs & Grnds	-	-	-	-	-
Subtotal	\$ 20,664	7	-	210,060	10

VILLAGE OF MOKENA
Fiscal 2012 Budget: Capital Improvement, Repair & Replacement Fund
Revenue [23]

<u>Project Name</u>	<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
General Infrastructure					
2030 Sales Tax	\$ 1,246,102	1,069,244	1,070,894	1,173,400	1,185,740
2450 Capital Grants	-	-	11,258	1,530	7,395
2560 Contributions	154,000	510,000	384,700	138,089	310,000
2570 Recapture	-	72,142	-	-	-
2900 Proceeds - Sale of Property	-	-	-	-	-
2910 Interest Earnings	58,135	6,745	5,000	7,475	6,900
2940 Interfund Revenue - (From)					
A. General Fund - Street Dept.	-	-	-	-	-
2950 Proceeds - Bond Sale	-	-	-	-	-
2970 Miscellaneous Income	-	-	-	-	-
Subtotal	\$ 1,458,237	\$ 1,658,131	\$ 1,471,852	\$ 1,320,494	\$ 1,510,035
Revenue Grand Total	\$ 1,678,624	\$ 1,831,669	\$ 1,667,102	\$ 1,728,597	\$ 1,618,395
Opening Cash Balance	\$ 9,943,642	7,425,372	6,840,960	6,849,148	4,101,513
Total Available for Spending	\$ 11,622,266	9,257,041	8,508,062	8,577,745	5,719,908

VILLAGE OF MOKENA
Fiscal 2012 Budget: Capital Improvement, Repair & Replacement Fund
Appropriations [23-144]

<u>Project Name</u>	<u>Actual Fiscal '09</u>	<u>Actual Fiscal '10</u>	<u>Budgeted Fiscal '11</u>	<u>Estimated Fiscal '11</u>	<u>Board App. Fiscal '12</u>
Municipal Parking Facilities					
3620 Engineering Services	\$ -	-	-	-	-
3630 Legal Services	-	-	-	-	-
4010 Improvements - Streets & Alleys	-	-	-	-	-
4030 Improvements - Facilities	-	-	26,400	26,277	117,090
Subtotal	\$ -	-	26,400	26,277	117,090
Water Improvements					
3620 Engineering Services	\$ -	-	-	-	-
3890 Bond Principal	-	-	-	-	-
3900 Bond Interest	-	-	-	-	-
3950 Contractual Payments	315,295	318,328	328,023	305,223	233,170
3961 Joint System Maintenance	4,823	-	20,000	2,282	20,000
4050 Improvements & Extensions	-	-	-	-	-
4060 Land Acquisition	-	-	-	-	-
Subtotal	\$ 320,118	318,328	348,023	307,505	253,170
187th & Wolf - Water/Sewer Utility					
3620 Engineering Services	\$ -	-	-	-	-
4050 Improvements & Extensions	-	-	-	-	-
5000 Transfer - Out	-	-	-	-	-
A. Trf. To Sewer Operating	-	-	-	-	171,165
Subtotal	\$ -	-	-	-	171,165
Municipal Facilities					
3620 Engineering Services	\$ 103,351	7,401	-	1,578	10,000
4030 Improvements - Facilities	144,731	8,274	-	-	200,000
4040 Machinery & Equipment	-	-	-	-	-
4060 Land Acquisition	-	-	-	-	-
4100 Office Furniture	-	-	-	-	-
Subtotal	\$ 248,082	15,675	-	1,578	210,000
General Infrastructure					
3620 Engineering Services	\$ 331,915	168,372	85,093	67,337	17,950
3860 Other Contractual Services	2,100	2,200	2,400	2,100	2,400
3890 Bond Principal	400,000	425,000	425,000	425,000	425,000
3900 Bond Interest	308,575	294,653	280,309	280,309	265,966
3950 Contractual Payments	-	-	-	-	-
4010 Improvements - Streets & Alleys	2,586,070	1,167,692	3,118,166	3,060,421	802,437
4030 Improvements - Facilities	-	-	-	-	-
4050 Improvements & Extensions	-	14,605	333,618	303,970	70,000
4060 Land Acquisition	34	1,368	33,000	1,735	-
Subtotal	\$ 3,628,694	2,073,890	4,277,586	4,140,872	1,583,753
Total Appropriations	\$ 4,196,894	\$ 2,407,893	\$ 4,652,009	\$ 4,476,232	\$ 2,335,178

FISCAL 2012 TRANSFERS			
Fund From	Fund To	Purpose	Amount
Performance Bond	General	Transfer Interest Earnings	\$ 5,150
Refuse	General	Interfund Service Charge	43,242
Water	General	Interfund Service Charge	77,216
Water	Capital Improvement	Lake Water Joint System Costs	35,000
Sewer	General	Interfund Service Charge	77,216
Parking Lot	General	Interfund Service Charge	72,399
Water System Capital	General	Capital Equipment & Facility Improvements (One Time Transfer)	570,000
Water System Capital	Capital Improvement	Water Improvements	50,000
187 th & Wolf-Water-Sewer	Sewer Operating	Subsidize Fund Balance (One Time Transfer)	171,165
TOTALS			\$1,101,388

FISCAL YEAR 2011-12 SALARY SCHEDULE

DEPT.	EMPLOYEE NAME	POSITION	CURRENT SALARY	7/1/2011 SALARY	ESTIMATED BUDGETED SALARY
POLICE	RAJEWSKI	CHIEF	\$ 111,063	\$ 113,840	\$ 113,840
	RANKOVICH	COMMANDER	\$ 98,951	\$ 101,425	\$ 101,425
	KELLER	SERGEANT	\$ 87,013	\$ 89,188	\$ 89,188
	CARLSON	SERGEANT	\$ 87,013	\$ 89,188	\$ 89,188
	WILLIFORD	SERGEANT	\$ 77,294	\$ 79,226	\$ 79,226
	STUMPF	SERGEANT	\$ 76,528	\$ 78,442	\$ 78,442
	LOUTHAN	SERGEANT	\$ 75,771	\$ 77,665	\$ 77,665
	HUTSON	OFFICER	\$ 70,900	*TBN	*TBN
	BOARDMAN	OFFICER	\$ 70,900	*TBN	*TBN
	BARNA	OFFICER	\$ 70,900	*TBN	*TBN
	MINAS	OFFICER	\$ 70,900	*TBN	*TBN
	STANGLEWICZ	OFFICER	\$ 70,900	*TBN	*TBN
	MCKENNA	OFFICER	\$ 70,900	*TBN	*TBN
	DEPOLO	OFFICER	\$ 70,900	*TBN	*TBN
	KOWALCZYK	OFFICER	\$ 70,900	*TBN	*TBN
	EXTON	OFFICER	\$ 70,900	*TBN	*TBN
	DAMPF	OFFICER	\$ 70,900	*TBN	*TBN
	GILLIAM	OFFICER	\$ 70,900	*TBN	*TBN
	MCVICKER	OFFICER	\$ 70,900	*TBN	*TBN
	BONZANI	OFFICER	\$ 70,900	*TBN	*TBN
	CHLEBEK	OFFICER	\$ 70,900	*TBN	*TBN
	DOGUIM	OFFICER	\$ 70,900	*TBN	*TBN
	SELIN	OFFICER	\$ 67,826	*TBN	*TBN
	MOSCATO	OFFICER	\$ 67,826	*TBN	*TBN
	LANAGAN	OFFICER	\$ 64,752	*TBN	*TBN
	MILLER	OFFICER	\$ 64,752	*TBN	*TBN
	BALLANTINE	OFFICER	\$ 61,678	*TBN	*TBN
	JOINER	OFFICER	\$ 61,678	*TBN	*TBN
	CZARNECKI	OFFICER	\$ 58,603	*TBN	*TBN
	PAYNE	OFFICER	\$ 58,603	*TBN	*TBN
	FABSIZAK	SECRETARY	\$ 44,832	\$ 45,953	\$ 45,953
	LYONS	CUST. SER. CLERK	\$ 39,505	\$ 40,493	\$ 40,493
	BARNES	CUST. SER. CLERK	\$ 32,389	\$ 33,198	\$ 33,198
ADM.	DOWNS	ADMINISTRATOR	\$ 137,599	\$ 141,039	\$ 141,039 **
	ZOELLNER	ASST. VIL. ADMIN.	\$ 91,373	\$ 93,657	\$ 93,657
	DAMRON	FINANCE DIR.	\$ 103,792	\$ 106,387	\$ 106,387
	FRIELING	ADM. ASSISTANT	\$ 52,941	\$ 54,264	\$ 54,264
	SWYNDRO	ACCTNG. CLERK	\$ 48,498	\$ 49,710	\$ 49,710
	GLASS	SECRETARY	\$ 42,656	\$ 43,722	\$ 43,722
	EVANS	CUST. SER. CLERK	\$ 35,409	\$ 36,295	\$ 36,295
	FOSTER	CUST. SER. CLERK	\$ 32,389	\$ 33,198	\$ 33,198
	PEARSON	ENGINEER	\$ 107,797	\$ 110,492	\$ 110,492
COMM. DEV.	ZORDAN	DEV. DIRECTOR	\$ 105,775	\$ 108,419	\$ 108,419
	YOCKEY	PLANNER	\$ 51,138	\$ 52,416	\$ 52,416
	ZISKA	PLANNING TECH.	\$ 39,282	\$ 40,264	\$ 40,264
	SMITH	SECRETARY	\$ 43,949	\$ 45,047	\$ 45,047
	SICKLES	SECRETARY	\$ 36,482	\$ 37,394	\$ 37,394
	MASSEY	CODE ENFORCE.	\$ 49,824	\$ 51,070	\$ 51,070

*To be negotiated.

**Includes \$5,000 Deferred Compensation

FISCAL YEAR 2011-12 SALARY SCHEDULE

DEPT.	EMPLOYEE NAME	POSITION	CURRENT SALARY	7/1/2011 SALARY	ESTIMATED BUDGETED SALARY
PUBLIC WORKS	TIBERI	DIRECTOR	\$ 100,544	\$ 103,058	\$ 103,058
	HEIM	WW CHIEF OPER.	\$ 94,223	\$ 96,578	\$ 96,578
	SIWINSKI	WW AUXIL. OPER.	\$ 76,897	*TBN	*TBN
	MANN	WW PLANT MECH.	\$ 68,984	*TBN	*TBN
	BUTLER	WW AUXIL. OPER.	\$ 60,124	*TBN	*TBN
	DELANEY	WW AUXIL. OPER.	\$ 76,897	*TBN	*TBN
	ORR	WW AUXIL. OPER.	\$ 60,124	*TBN	*TBN
	CORDOVA	WW AUXIL. OPER.	\$ 60,124	*TBN	*TBN
	PETROW, W.	WW AUXIL. OPER.	\$ 60,124	*TBN	*TBN
	GORAVICA	WW AUXIL. OPER.	\$ 60,124	*TBN	*TBN
	KOSCHETZ	WW AUXIL. OPER.	\$ 58,373	*TBN	*TBN
	SMITH	WW AUXIL. OPER.	\$ 51,864	*TBN	*TBN
	PETROW, R.	WW AUXIL. OPER.	\$ 50,353	*TBN	*TBN
	WALENGA	METER READER	\$ 46,970	*TBN	*TBN
	VAN DYKE	METER READER	\$ 44,274	*TBN	*TBN
	MURPHY	METER READER	\$ 46,970	*TBN	*TBN
	FLOREY	AUTO MECHANIC	\$ 68,984	*TBN	*TBN
	DETLOFF	SUPERINTENDENT	\$ 88,847	\$ 91,068	\$ 91,068
	CLAY	ST. FOREMAN	\$ 71,013	*TBN	*TBN
	SANDERS	MAINT. WORKER II	\$ 60,530	*TBN	*TBN
	WILHELM	MAINT. WORKER I	\$ 51,298	*TBN	*TBN
	SKOLDS	MAINT. WORKER I	\$ 51,298	*TBN	*TBN
	CULLEN	MAINT. WORKER I	\$ 51,298	*TBN	*TBN
	ANGONE	MAINT. WORKER I	\$ 51,298	*TBN	*TBN
	DORNBOS	MAINT. WORKER I	\$ 48,354	*TBN	*TBN
	PELOQUIN	ENGINEER	\$ 68,112	\$ 69,815	\$ 69,815
	D'ANTONIO	SECRETARY	\$ 35,681	\$ 36,574	\$ 36,574
	KOSOLA	SECRETARY	\$ 37,864	\$ 38,811	\$ 38,811
			\$ 4,980,027	\$ 2,187,896	\$ 2,187,896
Part Time:					
	Mayor	\$0,300/Year	(includes Liquor Commissioner)		
	Village Clerk	\$4,800/Year			
	Village Trustees	\$4,200/Year			
	P & Z Chairman	\$35/Meeting			
	P & Z Member	\$25/Meeting			
	BOFPC Chairman	\$70/Meeting			
	BOFPC Member	\$50/Meeting			
	CATV 6 Manager	\$4,200/Year			
	CATV 6 Asst. Manager	\$2,000/Year			
	CATV 6 Station Asst.	\$2,000/Year			
	ESDA Coordinator	\$7,500/Year			
	ESDA Deputy Coordinator	\$2,000/Year			
Part Time Hourly Rates:					
		7/1/2011			
	Karpola	\$16.55			
	Oehmen	\$16.38			

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, February 14, 2011

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 8:00 p.m.

ROLL CALL

The following Trustees were present:

- John Mazzorana
- George Metanias
- Joe Siwinski
- Jane McGinn
- Don Labriola

Also present were: Village Clerk Patricia Patt; Village Administrator John Downs; Assistant Village Administrator Kirk Zoellner; Finance Director Barb Damron; Village Engineer Paul Pearson; Police Chief Randy Rajewski; Director of Economic and Community Development Alan Zordan and Public Works Director Lou Tiberi.

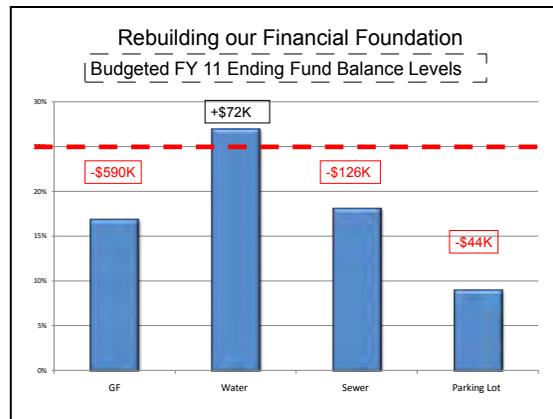
Absent: Trustee Debbie Engler

Fiscal Year 2012 Budget

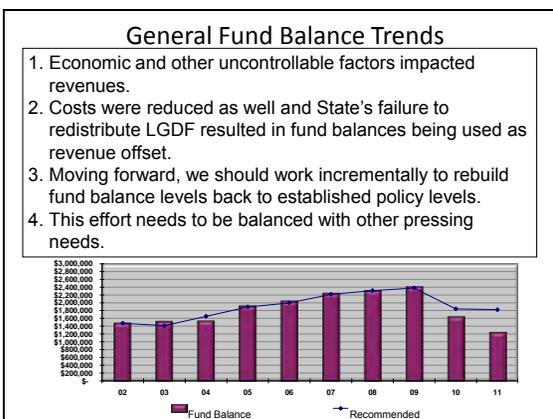
Village Administrator John Downs presented to the Board a power point presentation regarding the FY 2012 Budget. This evening's presentation focused on Rebuilding the Villages Financial Foundation, Fleet Replacement Schedule, Capital Equipment, Computer/Communication Replacement and Upgrades, Facility Maintenance and Upkeep, Radio and ESDA Sirens re-banding and Funding Recommendations.

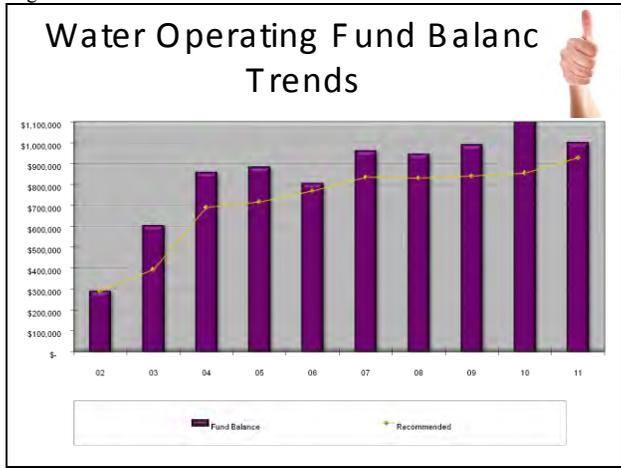
Village Board Work Session
February 14, 2011

1. Rebuilding our Financial Foundation
2. Fleet Replacement Schedule
3. Capital Equipment
4. Computer/Communication Upgrades
5. Facility Maintenance and Upkeep
6. Radio and ESDA Sirens re-banding
7. Funding Recommendation



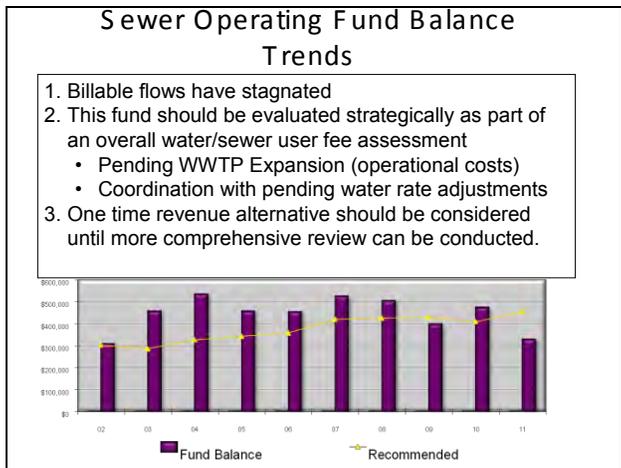
(1) Rebuilding our Financial Foundation





Issues for Tonight

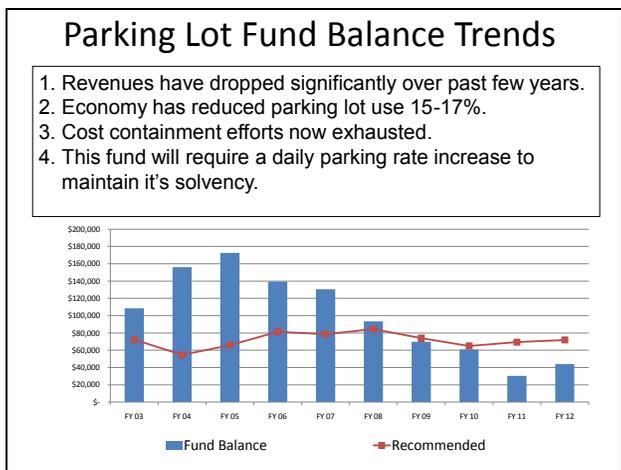
FY 11 – Last Year	FY 12 – Proposed Year
<ul style="list-style-type: none"> Economic climate impacted many policy decisions. Zero \$ funding of annual fleet replacement program. Minimal equipment purchased Some building and facility maintenance was deferred. 1 year deferral was deemed acceptable and appropriate at that time. 	<ul style="list-style-type: none"> Fleet and other equipment replacement is a priority this year. Computer/communication technology require upgrades. Some facility maintenance is necessary. Re-banding of VHF radio equipment and ESDA Sirens required. These issues impact core service capacity.



(2) Fleet Replacement FY 12

Last Year's Spending: \$0

- Fleet Replacement Liability FY10- \$213K
- Fleet Replacement Liability FY 11- \$296K
- 2 Year Total - \$509K



Service Types-By Definition

Type	Definition
(1) Emergency	Issues which pose an Immediate risk to safety, health or welfare of community.
(2) Priority Service	Events which require prompt attention but are not emergency in nature.
(3) Resident/Customer Generated	Residential/Customer requests for service that are non-emergencies.
(4) Internal Program Maintenance	Internally generated maintenance activities that are programmed on a regular basis.

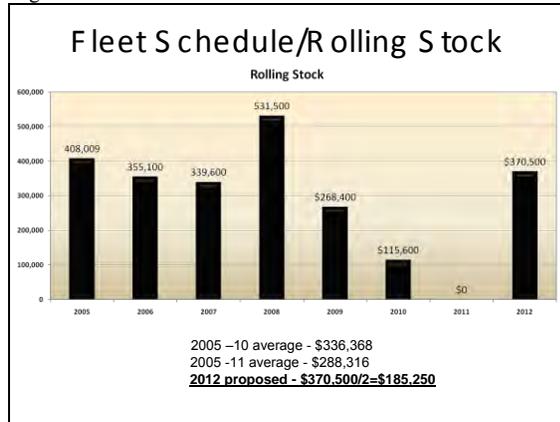
Operating Fund Balance Summary

- General fund will require incremental approach
 - Previously deferred equipment replacement supplemented through other funding sources (one time basis).
 - Growth in economy driven revenues are estimated to be moderate.
 - Illinois must become consistent and reliable with regard to LGDF.
- Water Fund Stable at this time
- Sewer fund will require structural review
 - Revenues continue to be relatively flat.
 - Future rate review should be coordinated with WWTP expansion and pending contract revisions with Oak Lawn (rate adjustments)
 - In the interim, utilize unencumbered capital funds to supplement fund condition.
- Parking Lot Fund will require daily rate increase!

Proposed FY 12 Fleet Schedule/Rolling Stock Program

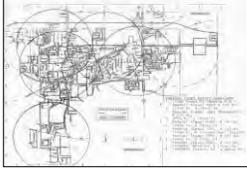
VEHICLE/EQUIPMENT	Original (FY) Replacement Schedule	Normal Fund Source	Service Type	PROPOSED
Replace 2.5 Ton Dump Truck w/Plow & Spreader	2011	General	#1 Emergency	\$106,500
Replace Squad (MO11) - Outfitted	2011	General	#1 Emergency	\$29,000
Replace Squad (MO12) - Outfitted	2011	General	#1 Emergency	\$29,000
Replace Police SUV (MO7) - Outfitted	2011	General	#1 Emergency	\$40,000
Replace Police SUV (MO8) - Outfitted	2011	General	#1 Emergency	\$40,000
1 Ton (Plow & Spreader)	2012	General	#1 Emergency	\$80,000
4 x 4 P/U (Plow)	2010	General	# 2 Priority Service	\$37,000
Replace Command Vehicle	2011	General	#2 Priority Service	\$29,000
TOTAL				\$370,500

FY 12 – 9 proposed auctioned vehicles = \$16K +/-



(6) VHF Radio Re-banding

- 2012 VHF re-banding requirements (wide to narrow)
 - DPW-15
 - Police-12
 - ESDA-3
 - Total of 30= \$12K
 - ESDA Sirens=\$10K
- Total Costs = \$22K

(3) Capital Equipment

General Fund Summary	
Category	FY 11 (last year)
Equipment (Police)	\$21K (grant funded)



Summary

EQUIPMENT	FUNDING SOURCE	PROPOSED
Fleet Replacements	General	\$ 370,500
Equipment Replacements	General	\$ 46,600
Computer/Communication Replace	General	\$ 90,000
Facility Maintenance	General	\$ 39,550
Radio Frequency (Re-Banding)	General	\$ 22,000
TOTALS		\$ 568,650

Capital Equipment FY 12

Police Department	Fund Source	Initial Req.	Recommend
LiveScan Fingerprint System	General	\$ 22,800	\$ 22,800
(4) MDT - Replacement (\$19K grant)	General	\$ 19,000	\$ 19,000
(2) Mobile 800mhz Radios - Additional	General	\$ 6,000	\$ 6,000
Public Works			
Concrete Saw, Partner	General	\$ 1,000	\$ -
Portable Jackhammer	General	\$ 1,750	\$ -
Riding Mower	General	\$ 3,075	\$ -
Rolling Jack for Vehicle	General	\$ 4,600	\$ 4,600
Power Washer	General	\$ 5,400	\$ 5,400
Shoulder Gravel Spreader	General	\$ 3,800	\$ 3,800
Hydraulic Hose Crimper	General	\$ 1,000	\$ 1,000
Photoionization Detector	General	\$ 3,000	\$ 3,000
TOTAL PD & PW		\$ 71,425	\$ 65,600
Subtract grant for MDTs			\$ (19,000)
Adjusted Total			\$ 46,600

- ### (7) Creative Funding – A Sign of the Times
- Proposal includes a one time transfer from a capital fund.
 - Although non-traditional, this recommendation will enable us to:
 - Fund needed fleet, equipment, computer, communication, facility and VHF re-banding needs.
 - Not further diminish GF balance levels.
 - Focus on maintaining core services

(4) Computer/Communication Upgrades

Administrative Operations

- Computer Upgrades
 - 10 PCs & 2 work stations
 - Upgrade AS400 Operating System and Memory
 - Replace system and network Printers
 - Update GIS Software
 - Cost=\$48K
- Phone System Upgrades
 - Update System =\$15K
 - Replace = \$15-\$17K

• Cost=\$65K+/-

Police Operations

- Computer Upgrades
 - 15 PCs
 - printer/copier/fax replacements
 - LCD Monitor for security system

• Costs=\$25K+/-

Total Cost=\$90K
All GF

- ### Selecting the Right Funding Source
- Fund cannot be legally encumbered
 - Fund cannot be practically encumbered without impacting other priority capital objectives.
 - Fund must have adequate capacity to provide one-time transfer.

(5) Facility Maintenance

- Police Station
 - Roof =\$17,200
 - Gutters/Downspouts =\$3,600
 - Fascia/soffit=\$3,200
 - Siding=\$2,400
 - Holding Cells=\$9,900
- Village Hall
 - Repair roof=\$1,750
 - Replace damaged carpet=\$1,500
- Total Costs=\$39,550





FUND/ACCOUNT	ANTICIPATED FY 11 END BALANCE	ENCUMBERED		NOTES
		Legally	Practically	
Municipal Parking Lot	\$445K	Y	N*	Metra Agreement
Water Improvement	\$1.37M	Y	Y	Repay bond issues and contract obligations
Municipal Facilities (Infrastructure)	(\$5.4K)	N	Y	No funds available
½% Sales Tax	\$1.8M	Y	Y	Repay Bond issue and infrastructure expenses
187 th Wolf Water/Sewer	\$171K	N	N	Fund no longer needed
WWTP Replacement	\$1M	Y	N*	IEPA Grant Requirements
WWTP Expansion	\$6.3M	N	Y	Pending WWTP Expansion
Sewer System Capital	\$650K	N	Y	Internally created-imminent projects
Water System Capital	\$897K	N	Y	Internally created-no imminent projects

• **Legally encumbered** –legal or contractual obligations guaranteeing fund is utilized for specific purposes.
• **Practically encumbered** – Funds have imminent or pending use for priority purpose (usually projects) or inadequate funds are available.

Water Capital Fund Forecast

WATER CAPITAL IMPROVEMENT PROGRAM						
	2011	2012	2013	2014	2015	2016
Beginning Fund Balance	\$800,196	\$897,454	\$370,274	\$563,294	\$757,314	\$952,334
Revenue:						
Contributions	\$0	\$0	\$0	\$0	\$0	\$0
Tap-on Fees	\$231,008	\$240,720	\$240,720	\$240,720	\$240,720	\$240,720
Interest Earnings	\$5,000	\$3,100	\$2,300	\$3,300	\$4,300	\$4,400
Total Revenue	\$236,008	\$243,820	\$243,020	\$244,020	\$245,020	\$245,120
Total Available For Spending	\$1,036,204	\$1,141,274	\$613,294	\$807,314	\$1,002,334	\$1,197,454
Operating Expenses:						
Contractual Services	\$38,750	\$20,000	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$444,000	\$0	\$0	\$0	\$340,000
Other Financing Uses	\$100,000	\$640,000	\$50,000	\$50,000	\$50,000	\$50,000
Total Expenses	\$138,750	\$771,000	\$50,000	\$50,000	\$50,000	\$390,000
Ending Fund Balance	\$897,454	\$370,274	\$563,294	\$757,314	\$952,334	\$807,454

Includes \$570K transfer

- ### Funding Recommendation
1. Utilize unencumbered water capital funds.
 2. Make a one time transfer into general fund at beginning of FY 12.
 3. Estimated amount \$570K+/-.
 4. Fund purchases, acquisitions and upgrades.

Sewer Capital Fund Forecast

SEWER CAPITAL IMPROVEMENT PROGRAM						
	2011	2012	2013	2014	2015	2016
Beginning Fund Balance	\$905,592	\$649,763	\$638,506	\$568,406	\$573,756	\$179,586
Revenue:						
Tap-on Fees	\$79,587	\$80,250	\$80,250	\$80,250	\$80,250	\$80,250
Interest Earnings	\$6,650	\$5,600	\$5,200	\$5,300	\$3,300	\$1,100
Total Revenue	\$86,237	\$85,850	\$85,450	\$85,550	\$83,550	\$81,350
Total Available For Spending	\$991,829	\$735,613	\$723,956	\$653,956	\$657,306	\$260,936
Operating Expenses:						
Contractual Services	\$8,066	\$23,332	\$0	\$70,200	\$9,720	\$0
Capital Outlay	\$94,000	\$53,775	\$155,550	\$10,000	\$468,000	\$184,800
Other Financing Uses	\$240,000	\$20,000	\$0	\$0	\$0	\$0
Total Expenses	\$342,066	\$97,107	\$155,550	\$80,200	\$477,720	\$184,800
Ending Fund Balance	\$649,763	\$638,506	\$568,406	\$573,756	\$179,586	\$76,136

- ### Summary?
1. Questions
 2. Comments
 3. Thoughts
- 

Sewer Capital Projects

	2011	2012	2013	2014	2015	2016
Capital Projects:						
Cleaning & Televising	\$10,000			\$10,000		
Anna (Lafayette to East)						\$15,300
Anna (Brewer to Parker)						\$27,000
Moland (Third to First)						\$22,500
14th Av. (199th to 207 North)		\$14,400				
St. Mary Road (West to Third)		\$39,375				
Dana Trail (1st to Kimberly)			\$10,800			
Kimberly Tr. (Kirstine to Moland)			\$42,750			
Kirstine (Kimberly to Dana)			\$12,000			
Dana Tr. (Kirstine to Moland)			\$36,000			
Moland (1st to Brewer)			\$54,000			
N. Brighton					\$96,000	
E. Brighton					\$90,000	
S. Brighton					\$120,000	
W. Brighton					\$15,000	
Burr Oak					\$51,000	
Edgewood Lane					\$30,000	
Edgewood Drive					\$48,000	
SCADA for Lift Stations	\$84,000	\$0				\$120,000
Reserve Manholes						\$120,000
Total Projects	\$94,000	\$53,775	\$155,550	\$10,000	\$468,000	\$184,800

Discussion

During the presentation there was significant discussion regarding the proposed replacement of eight emergency/priority service vehicles at an estimated expenditure of \$370,000. Village Board and staff discussed the previously delayed replacement of several emergency/priority service vehicles and equipment along with the potential negative impacts of further delaying these replacements. Topics included the appropriate amount of miles which could be accumulated for squad cars and emergency snow removal equipment (before replacement) as well as the possibility of pursuing a test program extending the life spans of these vehicles.

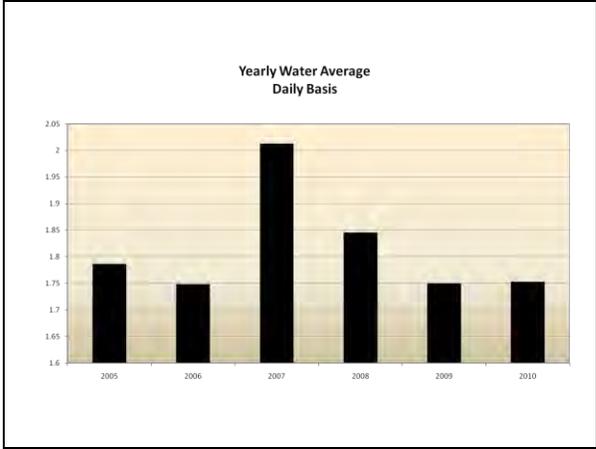
In conclusion and after significant discussion, the Board reached a general consensus that the eight pieces of emergency and priority service equipment proposed needed to be replaced.

Additional discussion took place regarding the replacement and upgrading of the Village's administrative and police operation computer systems as well as replacing the sixteen year old phone system at the Village Hall. Further discussion regarding the FCC requirement to re-band the VHF frequency radios along with the emergency ESDA sirens took place with the Board fully concurring with these recommendations. Other recommendations include correcting leaking roofs at the Village Hall and Police Station and other facility repairs were agreed with by the Board.

The proposal to fund the almost \$570,000 in replacement/repair costs was presented by Administrator John Downs and included a recommendation to use unencumbered water capital funds for this purpose. After a detailed explanation of all the capital funds and which options were feasible, the water system capital improvement fund was recommended as making the most common sense given the situation. Use of these funds will enable the emergency and other important equipment to be replaced and upgraded and not threaten or diminish the planned improvements to the water system over the next five year period. The Board concurred with the recommendations as presented for conceptual inclusion in the draft FY 12 budget.

Village Board Work Session

February 14, 2011
Water/Sewer Capital Program
WWTP Maintenance and
Expansion



- ## Water Capital Fund
- **Revenue Assumptions :**
 - Tap-on fees for Fiscal 2012-2016 are based on (30) residential tap-ons.
 - The split for tap-on fees is 75% water & 25% sewer.
 - Annual revenues estimated at \$245K per year
 - **Expenditures in FY 12**
 - Consulting services for negotiations with Oak Lawn
 - 1/3 share of emergency water connection costs along 191st Street in FY 12.
 - East and south basin water tower maintenance
 - New electric service at Well #5
 - Transfer to GF of \$570K for capital costs



Water Capital Improvement Projects

	2011	2012	2013	2014	2015	2016
Beginning Fund Balance	\$800,196	\$897,454	\$370,274	\$563,294	\$757,314	\$952,334
Revenue:						
Contributions	\$0	\$0	\$0	\$0	\$0	\$0
Tap-on Fees	\$231,008	\$240,720	\$240,720	\$240,720	\$240,720	\$240,720
Interest Earnings	\$5,000	\$3,100	\$2,300	\$3,300	\$4,300	\$4,400
Total Revenue	\$236,008	\$243,820	\$243,020	\$244,020	\$245,020	\$245,120
Total Available For Spending	\$1,036,204	\$1,141,274	\$613,294	\$807,314	\$1,002,334	\$1,197,454
Operating Expenses:						
Contractual Services	\$38,750	\$20,000	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$111,000	\$0	\$0	\$0	\$340,000
Other Financing Uses	\$100,000	\$640,000	\$50,000	\$50,000	\$50,000	\$50,000
Total Expenses	\$138,750	\$771,000	\$50,000	\$50,000	\$50,000	\$390,000
Ending Fund Balance	\$897,454	\$370,274	\$563,294	\$757,314	\$952,334	\$807,454

- ## Sewer Capital Fund
- Revenues estimated @ \$85K+/- per year for next several years.
 - 30 Residential Tap-ons
 - The split for tap-on fees is 75% water & 25% sewer.
 - Mokena's system is in good shape due to past proactive maintenance practices
 - Future years provide for some collection system rehab work
 - More aggressive rehab spending in later years
 - Next two years focus primarily WWTP Expansion

Water Capital Improvement Projects

Capital Projects:	2011	2012	2013	2014	2015	2016
187th/Wolf Tower/Pump House						
187th/Wolf Water Storage						
Anna Street (LaPorte to Bonness)						
Union (Revere to Bryant)						
Midland (Third to First)						
Marilyn Estates (Owens to Wolf)						
Pheasant Lane						
Pheasant Court						
Third (Division to Schoolhouse)						
East Tower Painting						\$340,000
Emergency Interconnect/T.P.		\$42,000				
Spot Paint Repair (E. & S. Towers)		\$45,000				
New Electric Service (Well #5)		\$24,000				
Total Projects	\$0	\$111,000	\$0	\$0	\$0	\$340,000

Sewer Capital Improvement Program

	SEWER CAPITAL IMPROVEMENT PROGRAM					
	2011	2012	2013	2014	2015	2016
Beginning Fund Balance	\$905,592	\$649,763	\$638,508	\$568,406	\$573,756	\$179,586
Revenue:						
Tap-on Fees	\$79,587	\$80,250	\$80,250	\$80,250	\$80,250	\$80,250
Interest Earnings	\$6,650	\$5,600	\$5,200	\$5,300	\$3,300	\$1,100
Total Revenue	\$86,237	\$85,850	\$85,450	\$85,550	\$83,550	\$81,350
Total Available For Spending	\$991,829	\$735,613	\$723,958	\$653,956	\$657,306	\$260,936
Operating Expenses:						
Contractual Services	\$8,068	\$23,332	\$0	\$70,200	\$9,720	\$0
Capital Outlay	\$94,000	\$53,775	\$155,550	\$10,000	\$468,000	\$184,800
Other Financing Uses	\$240,000	\$20,000	\$0	\$0	\$0	\$0
Total Expenses	\$342,068	\$97,107	\$155,550	\$80,200	\$477,720	\$184,800
Ending Fund Balance	\$649,763	\$638,506	\$568,406	\$573,756	\$179,586	\$76,136

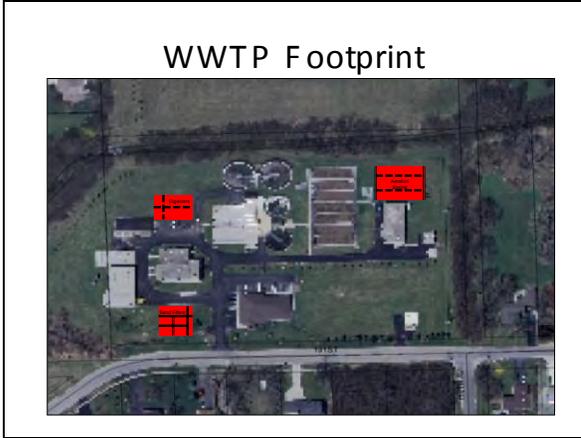
Sewer Capital Improvement Projects

Capital Projects:	2011	2012	2013	2014	2015	2016
Cleaning & Teletesting	\$10,000			\$10,000		
Anna (LaPorte to End)						\$15,300
Union (Revere to Parker)						\$27,000
Midland (Third to First)						\$22,500
114th Av (195th to 300' North)		\$14,400				
St Mary Road (Wolf to Third)		\$39,375				
Darfa Trail (191st to Kimberly)			\$10,800			
Kimberly Tr (Kristine to Midland)			\$42,750			
Kristine (Kimberly to Daniel)			\$12,000			
Daniel Tr (Kristine to Midland)			\$36,000			
Midland (191st to Revere)			\$54,000			
N. Brightway					\$96,000	
E. Brightway					\$90,000	
S. Brightway					\$129,000	
W. Brightway					\$15,000	
Burr Oak					\$51,000	
Edgewood Lane					\$39,000	
Edgewood Drive					\$48,000	
SCADA for Lift Stations	\$84,000	\$0				
Reline Manholes						\$120,000
Total Projects	\$94,000	\$53,775	\$155,550	\$10,000	\$468,000	\$184,800

WWTP Repair and Replacement Fund

- Plant repair fund is separate and has a projected balance of \$1.02+/- million at the end of FY 11.
- Projected average annual expenditures over next 8 years-\$55K+/-.
- Interest earnings should offset majority of spending to maintain target fund balance of \$1 +/-million.
- This fund has performed as designed over past decade (plus).

Replacement Items	ESTIMATE FY12
AIR OPERATED DIAPHRAGM PUMP	\$1,900.00
THICKENED SLUDGE PUMP	\$13,400.00
BACK WASH WASTE PUMP	\$7,700.00
D.E. LOADING SCREW	\$3,300.00
KNIFE BLADE SET	\$6,325.00
REBUILD 100 HP MOTOR	\$1,800.00
AUTOCLAVE-(LAB)	\$5,000.00
RAW PUMP	\$13,800.00
AIR COMPRESSOR (NON-POT SYSTEM)	\$8,000.00
TOTAL	\$61,225.00



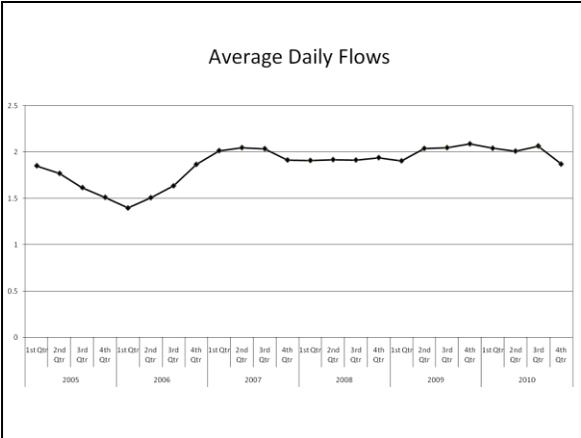
WWTP Expansion Fund

- Flow data requires planning for next treatment plant expansion.
- Flows have been more stable of late.
 - Engineering design in progress and should be completed by fall 2011 (1st quarter FY 12)
 - Includes plant expansion on existing footprint
 - Includes efficiency modifications to overflow lagoon
 - Expand paving and DPW staging areas at Public Works Facility

	Current	When Expanded FY 12/13/14	Key Points
Plant Design Capacity	2.5 MDG	3.3 MGD	\$6.1-6.7 million estimated in construction
Plant Flows	1.9 MGD	2.1 – 2.4 MGD (estimated)	Fluctuate primarily due to weather
Percent of capacity	76%+/-	64% to 73% (When expanded)	Engineering initiated completed in 1 st QT.-FY12

Summary

- Questions
- Comments
- Thoughts



Next Session

- Parking Lot Fund
- Road System Maintenance
- MFT Fund assessment

WWTP Expansion Fund

- Fiscal Summary
 - Plant expansion fund is separate and has a projected balance of \$6.3 Million at end of FY 11
 - Estimated Construction Cost of \$6.1-\$6.7 Million +/-
 - Delay construction until FY 12/13/14

	FY 11	FY 12	FY 12/13/14
Expenditures	\$412K design engineering and other planning expenditures	\$155k in design engineering & \$115k for construction inspection services	\$6.1-\$6.7 million for plant expansion
Fund Balance	\$6.3 million	\$6.1 million	Unknown at this time.

Discussion

A summary of the water and sewer capital funds was reviewed by staff with the Village Board of Trustees. Development revenues (tap-ons) are declining and growth is not an issue as there are few immediate capital needs required for our sanitary and water systems. The sanitary collection system is scheduled for normal relining and repairs over the next five years with the intent of reducing infiltration and inflow (I & I) into the waste water treatment plant. Additionally, discussion took place regarding the timing and cost of the next wastewater treatment plant expansion which will be coordinated with flow demands. Village staff is awaiting final design and a report regarding operation and maintenance costs to be considered when the WWTP is expanded. In aggregate, the Board agreed with the proposed concepts as presented by Village staff and directed their inclusion in an upcoming draft of the FY 12 budget.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 9:50 p.m.

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, February 28, 2011

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 8:10 p.m.

ROLL CALL

The following Trustees were present:

John Mazzorana
George Metanias
Joe Siwinski
Jane McGinn
Debbie Engler

Also present were: Village Clerk Patricia Patt; Village Administrator John Downs; Assistant Village Administrator Kirk Zoellner; Finance Director Barb Damron; Village Engineer Paul Pearson; Police Chief Randy Rajewski; Director of Economic and Community Development Alan Zordan and Public Works Director Lou Tiberi.

Absent: Trustee Don Labriola

Fiscal Year 2012 Budget

Assistant Village Administrator Kirk Zoellner presented to the Board a power point presentation regarding the FY 2012 Budget. This evening's presentation focused on the Municipal Parking Lot Fund.

Municipal Parking Lot Fund

Village Board work session
February 28, 2011

History of Commuter Lot Fees

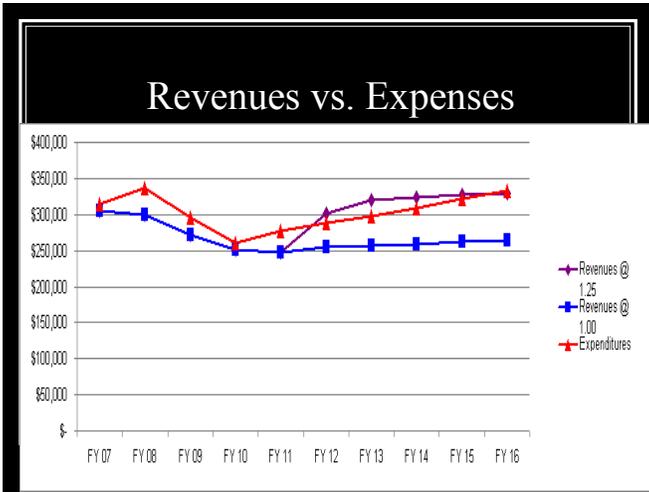
- Daily fee of \$1.00 per day in effect since mid-80's.
- Commuter demand increased throughout 90's and most of the past decade.
- Economy-related influences reduced commuter parking utilization by 15-17% beginning in latter part of the decade.
- Revenues dropped accordingly.

Commuter Lot Overview

- Four (4) lots with 1,458 parking spaces
 - Front Street – 185 spaces
 - Hickory Creek – 1,114 spaces
 - Willowcrest – 101 spaces
 - Village Hall – 58 spaces
- Large business with 245-250,000 users annually
- All lots operate 24/7, 365 days a year

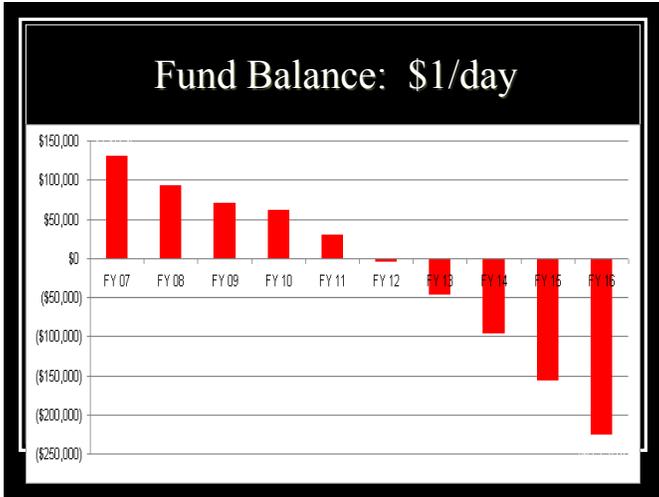
Municipal Parking Lot Fund is Unique

- Fund designed and set up as a self-sustaining Enterprise Fund
 - Revenues from commuter fees must meet or exceed expenditures for maintenance and upkeep
 - Expenditures largely fixed and rise annually due to inflation
 - Lower utilization (and lower related revenues) means daily fee level must be adjusted to address recessionary impacts on cash flow
 - Subsidizing Parking Lot Fund not consistent with Board policy or realistic option given General Fund's condition



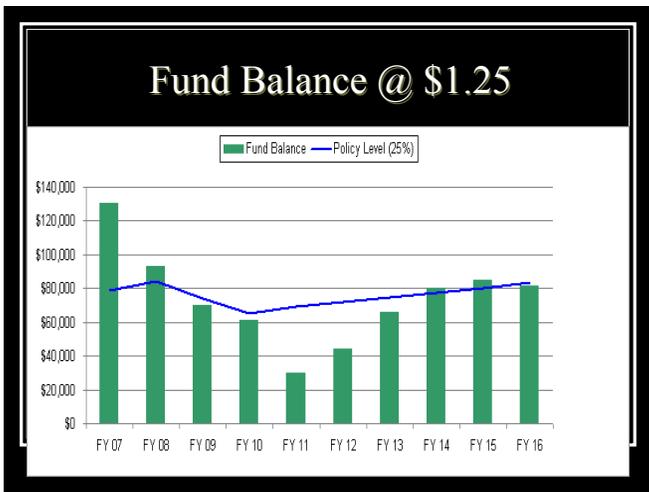
Metra Approves Increasing Daily Fee from \$1 to \$1.25

- Inflationary impact (3%) on \$1.00 since 1985:
 - \$1.00 – 1985
 - \$1.16 – 1990
 - \$1.34 – 1995
 - \$1.56 – 2000
 - \$1.81 – 2005
 - \$2.09 – 2010
- Comparative parking fees along the RI (Mean avg. fee = \$1.34):
 - Brainerd - \$1.50
 - 81st Street - \$1.50
 - 92nd Street - \$1.50
 - 109th Street - \$1.50
 - 107th Street - \$1.50
 - 111th Street - \$1.50
 - 116th Street - \$1.50
 - 119th Street - \$1.50
 - Vermont Street - \$1.25
 - Midlothian - \$1.25
 - Oak Forest - \$1.25* (Authorized)
 - Tinley Park/Oak Park Ave. - \$1.50
 - Tinley Park/89th Ave. - \$1.50
 - Mokena/Hickory Creek - \$1.00
 - Mokena/Front Street - \$1.00
 - New Lenox - \$1.00
 - Joliet - \$1.00



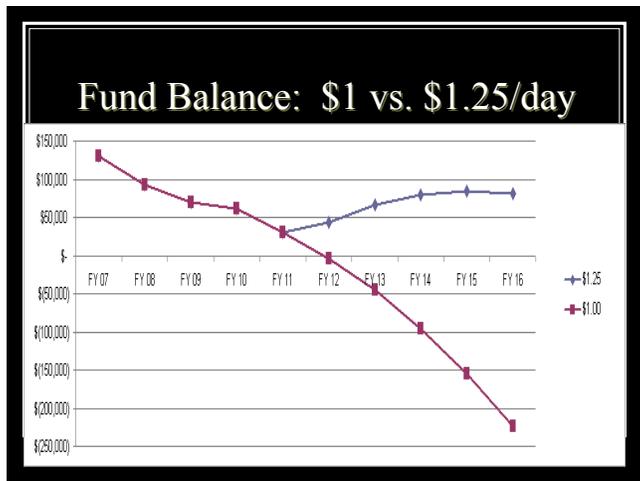
Parking Lot Improvement Plan

1. Parking lot coin boxes are aged and need to be replaced.
2. Shelters at Hickory Creek have deteriorated, leak, and should be replaced.
3. Additional security cameras are being advanced for Hickory Creek.



Front Street Lot

- Replace 100 slot pay boxes (2)
- Replace 60 slot pay boxes (1)



Village Hall lot

- Replace 60 slot box

Hickory Creek lot

- Replace shelters (4)
- Replace 100 slot boxes (9)

Financial Details

- All funding from dedicated capital escrow account...
- Pay boxes - \$37,290.
- New shelters (4) at Hickory Creek - \$46,900.
- Additional security cameras at Hickory Creek - \$32,900.

■ FY 11 Year-end balance	\$445,000
Capital improvements - total	<u>\$117,090</u>
■ FY 12 Year-end balance	\$327,910
Access road repairs	?

Hickory Creek Lot (cont'd)

- Install additional security cameras (2-3)
- Provides more secure environment
- Experience as a deterrent is positive

Recommended FY12 Plan

<ul style="list-style-type: none"> ■ July 1, 2011 <ul style="list-style-type: none"> ■ Replace coin pay boxes ■ Replace shelters ■ Install additional security cameras at Hickory Creek lot ■ Oct. 1, 2011 <ul style="list-style-type: none"> ■ Increase daily fee at all lots to \$1.25 	<ul style="list-style-type: none"> ■ Accomplishes four (4) primary goals <ol style="list-style-type: none"> Brings revenues back to pre-recession levels Improves services and efficiency for customers Improves security at Hickory Creek Improves efficiency of collections and enforcement
--	---

Hickory Creek security camera system

Summary

- Adjust commuter lot daily fee to \$1.25, effective October 1, 2011
- Implement improvements in advance of fee adjustment
 - All funding from dedicated escrow account
- Plan addresses recessionary impacts on cash flow
- Provides for Parking Lot Fund stability
- This proposal is solely to operate the Parking Lot Fund
- Metra has already authorized adjusting fee to \$1.25

Capital Escrow Account

- Account required by Metra to fund long-term capital improvements to lots
 - Station improvements, shelters, payboxes, security cameras, lot resurfacing, etc.
- Funded by past year transfers from operating fund
- Account built up sizeable balance during growth phase of community
- Estimated FY 11 year-end balance of \$445K

METRA Plans for Hickory Creek

- Possible future renovation and expansion to include such things as...
 - Improved facility
 - Location of stationmaster and ticket sales at facility
 - Restrooms
 - Concessions
 - Other possible enhancements
- Dependent on Federal/State funding

Discussion

The Board conceptually supported the plan as presented and agreed to review alternative options for payment of the new daily fee at a future budget work session.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 8:32 p.m.

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, March 14, 2011

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 8:00 p.m.

ROLL CALL

The following Trustees were present:

John Mazzorana
Joe Siwinski
Jane McGinn
Debbie Engler
Don Labriola

Also present were: Village Clerk Patricia Patt; Village Administrator John Downs; Assistant Village Administrator Kirk Zoellner; Finance Director Barb Damron; Village Engineer Paul Pearson; Police Chief Randy Rajewski; Director of Economic and Community Development Alan Zordan and Public Works Director Lou Tiberi.

Absent: Trustee George Metanias

Fiscal Year 2012 Budget

Village Administrator John Downs presented to the Board a power point presentation regarding the FY 2012 Budget. This evening's presentation focused on the Motor Fuel Tax Fund, the Local Road Maintenance Program and the Road Improvement Program.

Budget Work Session FY 12 March 14, 2011	1. MFT FUND SUMMARY
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<p>Tonight's Topics</p> <ol style="list-style-type: none">1. MFT Fund Status and proposed plan2. Local Road Maintenance Program<ul style="list-style-type: none"><input type="checkbox"/> Continues a shift in funding structure<input type="checkbox"/> Providing adequate road repair program3. Continues a shift in other infrastructure maintenance costs.4. Road Improvement Program<ul style="list-style-type: none"><input type="checkbox"/> US30 Phase II Improvements (local share)	<p>MFT Trends Snow Removal/Revenues</p> <ul style="list-style-type: none">• Snow removal costs on the rise• Reduced available funding for road repairs.• Forced a shift in funding for road repairs from MFT to ½% sales tax fund.• Stagnant MFT Receipts (until capital legislation)• Additional funds (+\$81K annually /\$405K total) slated for:<ul style="list-style-type: none">- Tree Removal=\$50K- Crack filling= \$40K	<table border="1"><thead><tr><th colspan="2">Snow Removal Costs</th></tr></thead><tbody><tr><td>FY 2006</td><td>\$97,000</td></tr><tr><td>FY 2007</td><td>\$162,000</td></tr><tr><td>FY 2008</td><td>\$286,000</td></tr><tr><td>FY 2009</td><td>\$316,000</td></tr><tr><td>FY 2010</td><td>\$343,000</td></tr><tr><td>FY 2011 Budgeted</td><td>\$393,000</td></tr></tbody></table> <p>Legend: O.T., Salt</p>	Snow Removal Costs		FY 2006	\$97,000	FY 2007	\$162,000	FY 2008	\$286,000	FY 2009	\$316,000	FY 2010	\$343,000	FY 2011 Budgeted	\$393,000
Snow Removal Costs																
FY 2006	\$97,000															
FY 2007	\$162,000															
FY 2008	\$286,000															
FY 2009	\$316,000															
FY 2010	\$343,000															
FY 2011 Budgeted	\$393,000															

MFT Plan (with capital funds/high growth)

	CAPITAL IMPROVEMENT PROGRAM - MOTOR FUEL TAX - A				
	2011	2012	2013	2014	2015
Beginning Fund Balance	\$231,792	\$358,112	\$407,266	\$438,506	\$463,265
Revenue:					
MFT Allotment	\$578,245	\$582,692	\$587,564	\$592,437	\$597,309
Interest Earnings	\$500	\$750	\$850	\$900	\$950
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0
Total Revenue	\$578,745	\$583,442	\$588,414	\$593,337	\$598,259
Total Available For Spending	\$810,537	\$941,554	\$995,680	\$1,031,843	\$1,061,524
Operating Expenses:					
Personal Services	\$87,700	\$98,252	\$102,182	\$106,269	\$110,520
Commodities	\$326,000	\$308,000	\$320,320	\$333,133	\$346,458
Contractual Services	\$38,725	\$127,571	\$134,672	\$129,176	\$138,275
Total Operating Expenses	\$452,425	\$533,823	\$557,174	\$568,578	\$595,253
Capital Projects:					
Improvements - Streets & Alleys	\$0	\$465	\$0	\$0	\$0
Improvements - Other	\$0	\$0	\$0	\$0	\$0
Total Capital Outlay	\$0	\$465	\$0	\$0	\$0
Total Expenses	\$452,425	\$534,288	\$557,174	\$568,578	\$595,253
Ending Fund Balance	\$358,112	\$407,266	\$438,506	\$463,265	\$488,933

2. Road Maintenance Overview

In general . . .

- Average lifespan of local road =20+/- years
- Road miles in Village:
 - Currently-80+/-
 - 4+/-Re-paving
- 2 +/--miles per year

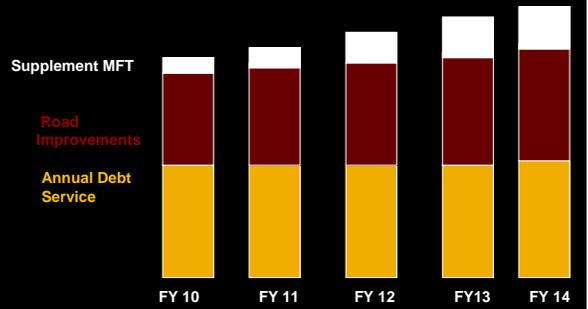
- FY 11 funding Overview
 - Programmed \$650 (2.5 miles)
 - (3.0 miles actual)
- Due to solid pricing, we were able to add ½ mile
- Need to maintain focus on this issue moving forward.

MFT Plan (w/o Capital Funding/high growth)

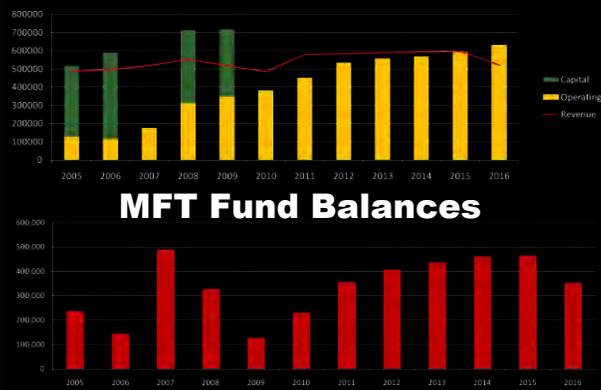
	CAPITAL IMPROVEMENT PROGRAM - MOTOR FUEL TAX - B				
	2011	2012	2013	2014	2015
Beginning Fund Balance	\$231,792	\$358,112	\$305,992	\$235,808	\$159,093
Revenue:					
MFT Allotment	\$578,245	\$481,618	\$486,450	\$491,363	\$496,235
Interest Earnings	\$500	\$550	\$500	\$500	\$400
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0
Total Revenue	\$578,745	\$482,168	\$486,950	\$491,863	\$496,635
Total Available For Spending	\$810,537	\$840,280	\$792,942	\$727,671	\$655,728
Operating Expenses:					
Personal Services	\$87,700	\$98,252	\$102,182	\$106,269	\$110,520
Commodities	\$326,000	\$308,000	\$320,320	\$333,133	\$346,458
Contractual Services	\$38,725	\$127,571	\$134,672	\$129,176	\$138,275
Total Operating Expenses	\$452,425	\$533,823	\$557,174	\$568,578	\$595,253
Capital Projects:					
Improvements - Streets & Alleys	\$0	\$465	\$0	\$0	\$0
Improvements - Other	\$0	\$0	\$0	\$0	\$0
Total Capital Outlay	\$0	\$465	\$0	\$0	\$0
Total Expenses	\$452,425	\$534,288	\$557,174	\$568,578	\$595,253
Ending Fund Balance	\$358,112	\$305,992	\$235,808	\$159,093	\$60,475

Moving Forward

- Original concept (several years ago) was to supplement the MFT program annually with revenue growth in ½% sales tax fund.

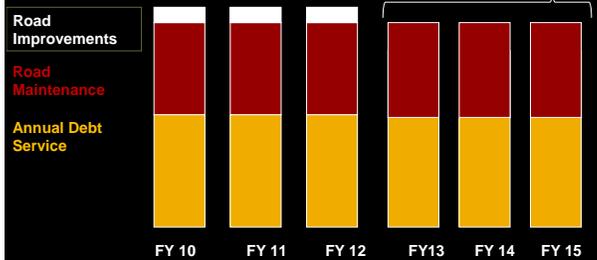


MFT (Proposed /w capital funds&HG)

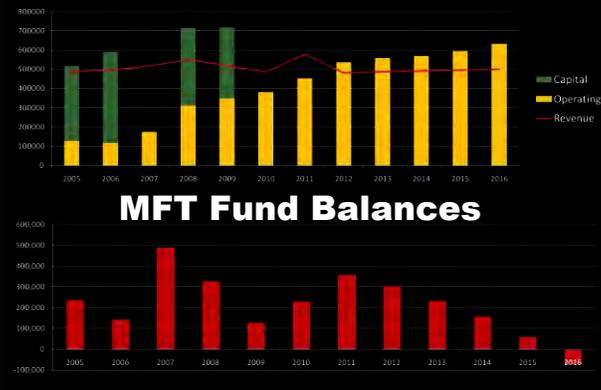


Current Reality!

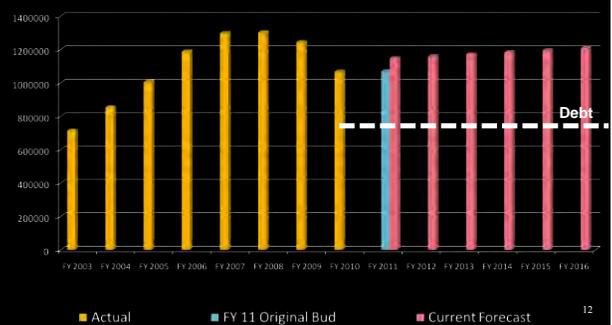
- MFT trends have required all road repairs to be funded by the ½% sales tax.
- This has shifted the focus of that fund from road reconstruction to repair and maintenance.



MFT (W/O capital funds&HG)



Non Home Rule Sales Tax Trends



Proposed FY 12 Road Program

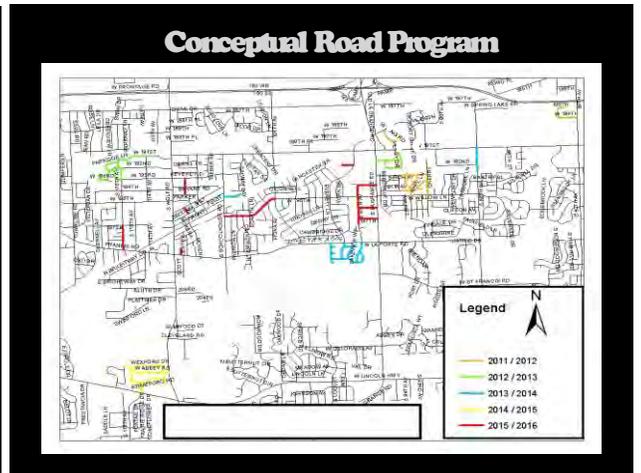
Improvement Projects - 2011/12		Estimated Cost
April	(Birch to Walnut)	\$46,169.71
April Ct.	(April to End)	\$19,330.87
Birch	(Cherry to Walnut)	\$71,809.40
Birch	(Walnut to Unincorporated)	\$8,144.38
Park Avenue	Birch to Park	\$13,458.85
Cherry St.	(Willow to Birch)	\$86,748.97
Elm Ave.	(Walnut to Cherry)	\$62,804.09
Elm Ave.	(Walnut to Unincorporated)	\$19,953.73
Elm Ct.	(Elm to End)	\$18,352.20
Walnut	(Willow to Birch)	\$78,052.96
80th Ave Industrial Park	(Entire Park)	\$130,975.82
Ring Road / Henry Dr	(Hickory Creek to end)	\$107,366.47
	Total:	\$663,167.45
2011/2012 Street Miles (Total) =	2.01	

Proposed FY 16 Road Program

Improvement Projects - 2015/16		Estimated Cost
116th St.	(197th to Roberts)	\$77,910.47
116th St.	(Roberts to Francis)	\$27,312.99
Union	(Second to Third)	\$32,978.59
Union	(Parker to Revere)	\$48,845.45
Anna	(Laporte to End)	\$16,848.30
194th St.	(97th Ave. to End)	\$38,367.23
97th Ave.	(194th to 197th)	\$123,043.27
ClearVue Ct.	(Everett to End)	\$43,724.61
194th	(97th Ave. to Rt. 45)	\$51,450.64
196th	(97th Ave. to Rt. 45)	\$51,450.64
197th	(97th Ave. to Rt. 45)	\$51,450.64
Willow	(Schoolhouse to Kirkstone)	\$205,105.22
	Total:	\$768,588.05
Price Increase Adjusted for Inflation (x 1.12)		\$860,818.62
2015/2016 Street Miles (Total) =	1.88	

Proposed FY 13 Road Program

Improvement Projects - 2012/13		Estimated Cost
Marley Creek Court	(193rd to End)	\$34,507.37
193rd Street	(Creek Crossing to End)	\$37,079.56
Parkside Ln.	(Creek Crossing to Creekside Ln.)	\$70,906.91
Creek Crossing	(193rd to Creekside Ln.)	\$68,319.89
Fairmont	(Creek Crossing to 193rd)	\$47,271.37
Creekside Lane	(191st to 192nd)	\$30,962.05
191st	(114th to Parkside Ln.)	\$67,855.08
Bormet	(Rt. 45 to Henry)	\$86,961.60
Ridge	(Bormet to Enterprise)	\$42,429.26
Enterprise	(Ridge to Henry)	\$57,548.20
Henry	(191st to Enterprise)	\$79,476.47
116th St.	(192nd to 193rd)	\$38,839.77
Total:		\$662,157.52
Price Increase Adjusted for Inflation (x 1.03)		\$682,022.26
2012/2013 Street Miles (Total) =		1.96



Proposed FY 14 Road Program

Improvement Projects - 2013/14		Estimated Cost
Pinegrove	(LaPorte to Cul-de-Sac)	\$64,118.00
Burke Ct.	(Pinegrove to end)	\$20,347.20
Balsam Ct.	(Pinegrove to end)	\$20,931.64
Forestview Dr.	(Pinegrove to Lakeview)	\$70,078.43
Forestview Ct.	(Forestview to End)	\$20,554.98
Arbor Ln.	(Lakeview to Lakeview)	\$56,770.54
Lakeview Way	(LaPorte to Forestview)	\$60,196.28
Newton Way	(Forestview to Sorrenson)	\$52,660.02
Sorrenson Ct.	(Everett to Cul-de-Sac)	\$53,915.10
Everett Ln.	(LaPorte to Forestview)	\$56,738.52
First Court	(Schoolhouse to End)	\$67,731.67
88th Ave	(191st to Tara Hills)	\$177,823.91
Total:		\$721,866.29
Price Increase Adjusted for Inflation (x 1.06)		\$765,178.27
2013/2014 Street Miles (Total) =		1.80

- ### (3) Other Infrastructure Maintenance
- Typically spend \$160K+/- annually on general fund infrastructure maintenance.
 - Due to General Fund budgetary constraints, staff recommends continuing the shift of those costs to ½% sales tax fund.
 - Original intention was to make this shift temporary until general fund revenue stream returns to a normal growth cycle?????
 - Timeline for this is uncertain!

Proposed FY 15 Road Program

Improvement Projects - 2014/15		Estimated Cost
Abbey	(TailFeathers to Wolf)	\$177,593.65
Roscommon Ct.	(Abbey to End)	\$24,161.33
Mayfair	(Wexford to Cul-de-sac)	\$73,274.65
Wexford	(Abbey to Mayfair)	\$87,890.99
Bradford	(Abbey to Stratford)	\$45,013.35
Stratford	(Bradford to Mayfair)	\$94,524.43
Stratford Ct.	(Stratford to End)	\$23,938.55
St. James Ct	(Stratford to End)	\$25,238.55
Ridgemore Rd	(TailFeathers to Wolf)	\$37,610.95
Primrose Ln	(Ridgemore to End)	\$36,843.46
Total:		\$626,089.91
Price Increase Adjusted for Inflation (x 1.09)		\$682,438.00
2014/2015 Street Miles (Total) =		1.73

FY 2012 Maintenance

• Wolf Road Patching	40,000
• Erosion Control	15,000
• Full Depth Patching	60,000
• Curb Shotcrete	5,000
• Sidewalks	35,000
• Mudjacking (Sidewalks/Curbs)	7,000
• Structural Street Light Repairs	15,000
• Material Testing	6,000
Total	\$128,000

•Wolf Road Patching to double in FY 13
•Erosion Control Deferred one year

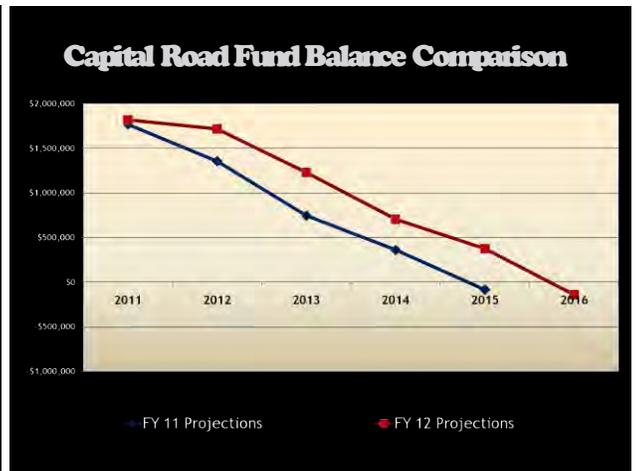
FY 2013 Infrastructure Maintenance (next year)

• Wolf Road Patching	75,000
• Erosion Control	15,000
• Full Depth Patching	40,000
• Curb Shotcrete	5,000
• Sidewalks	35,000
• Mudjacking (Sidewalks/Curbs)	7,000
• Structural Street Light Repairs	15,000
• Material Testing	6,000
Total	\$198,000

- ### Road Improvement Program
1. Tonight's recommendation continues the shift in ½% sales tax fund from construction to maintenance
 2. Proposed FY 12 (and beyond) program provides:
 - US30 Phase II Improvements
 - Signal @ US30/Ridgemore
 - Bike path/sidewalks
 - Street lights to Ridgemore
 - Noise walls/pedestrian access to overpass
 3. Schoolhouse Road has been deferred beyond 2016 at this point.
 - Under FAU consideration.
 4. RI Quiet Zone Deferred at this time

Road and General Maintenance Program							
	1. Miles of Streets Repaved/Costs						
	2. Annual Maintenance Spending						
	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	Average
1. Proposed Plan ½% sales tax	3.00 \$679K	2.01 \$663K	1.96 \$682K	1.80 \$765K	1.73 \$682K	1.88 \$860K	2.1miles \$721K
2. General Maintenance	\$159K	\$128K	\$198K	\$173K	\$178K	\$183K	\$169K

Capital Fund Overview						
	2011	2012	2013	2014	2015	2016
Beginning Fund Balance	4,688,928	1,818,289	1,716,931	1,227,786	704,909	374,448
Revenue:						
Sales Tax (1/2%)	1,150,000	1,161,500	1,173,115	1,184,846	1,196,695	1,208,662
Grants (ARRA)	1,530	-	-	-	-	-
Contributions	119,997	310,000	30,000	30,000	30,000	30,000
Interest	5,000	3,500	3,000	2,000	1,200	500
Total Revenue	1,276,527	1,475,000	1,206,115	1,216,846	1,227,895	1,239,162
Total Available for Spending	5,965,455	3,293,289	2,923,046	2,444,632	1,932,804	1,613,609
Expenditures:						
ROW	7,729	-	-	-	-	-
Engineering	67,337	17,950	8,075	11,955	-	3,300
Construction	3,364,391	885,042	983,585	1,039,355	860,553	1,044,277
Debt Payments	707,709	693,366	703,600	688,413	697,803	706,350
Total Expenditures	4,147,166	1,576,358	1,695,260	1,739,723	1,558,356	1,753,927
Ending Fund Balance	1,818,289	1,716,931	1,227,786	704,909	374,448	(140,318)



- ### Summary
- Extension of last year's approach.
 - Funds road and other infrastructure
 - \$663K and 2.1 miles of road resurfacing
 - \$128K of other infrastructure maintenance
 - Provides for construction of highest priority project
 - Local Share for US30 Phase II
 - Deferred Indefinitely
 - Schoolhouse Road Improvements
 - Quiet Zone along RI

Discussion:

Administrator Downs presented the MFT budget and discussed the impacts of snow removal costs along with stagnant MFT revenues. The State's capital legislation should provide about \$405K in revenue over the next several years with those funds being earmarked for parkway tree removal (EAB infestations) and road maintenance. General infrastructure activities will continue to be funded by the ½% non-home rule sales tax and include normal program activities in FY 12 (with the exception of Wolf Road patching and erosion control). Those activities will resume in FY 13. The five year conceptual road repaving program was reviewed and was noted that approximately 2 miles per year was programmed and that future shortfalls will likely occur incrementally over the next 5 years.

US 30 was the only actual road improvement project in the 5 year plan while Schoolhouse Road and continued research for a RI quiet zone were deferred indefinitely due to a lack of available funds.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 8:35 p.m.

**BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, March 28, 2011**

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 8:58 p.m.

ROLL CALL

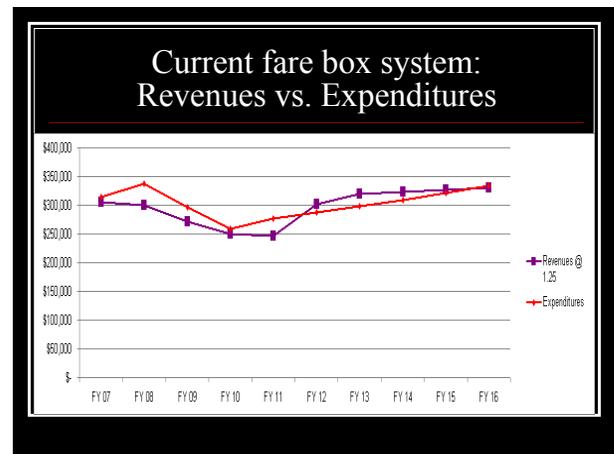
The following Trustees were present:

- John Mazzorana
- Jane McGinn
- Don Labriola
- George Metanias
- Debbie Engler
- Joe Siwinski

Also present were: Village Clerk Patricia Patt; Village Administrator John Downs; Assistant Village Administrator Kirk Zoellner; Finance Director Barb Damron; Village Engineer Paul Pearson; Public Works Director Louis Tiberi; Director of Economic and Community Development Alan Zordan and Police Chief Randy Rajewski.

Alternative Payment Options – Commuter Parking

Assistant Village Administrator Kirk Zoellner provided to the board a presentation reviewing alternative payment options for customers utilizing the Villages commuter parking lots.

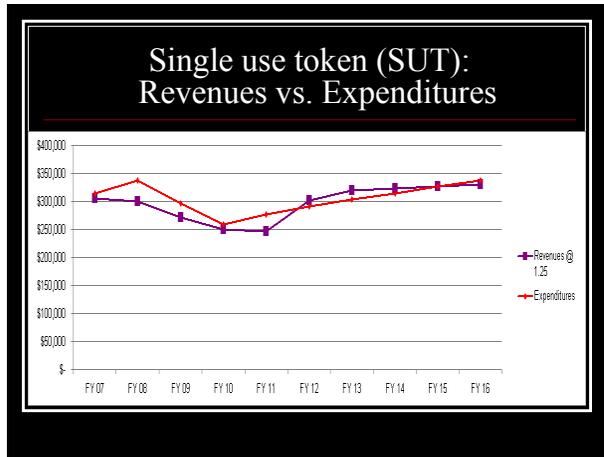
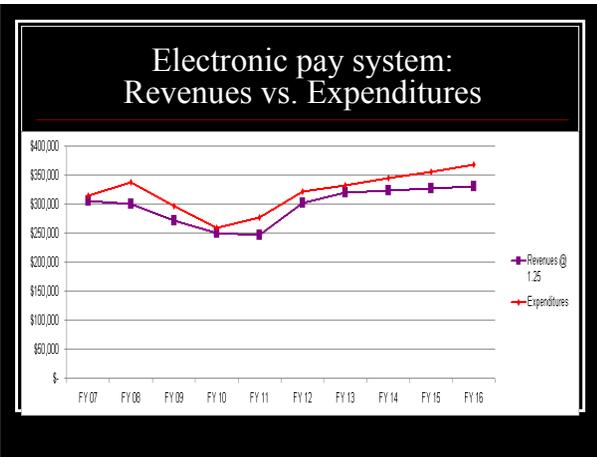


- ### Background
- Board reviewed Municipal Parking Lot Fund at Feb. 28 work session
 - Agreed to increase daily parking fee at all lots by 25 cents to \$1.25 per day later this year
 - Staff has researched alternative methods for facilitating commuter payment of the new fee
 - Most common alternatives will be presented for review/discussion this evening



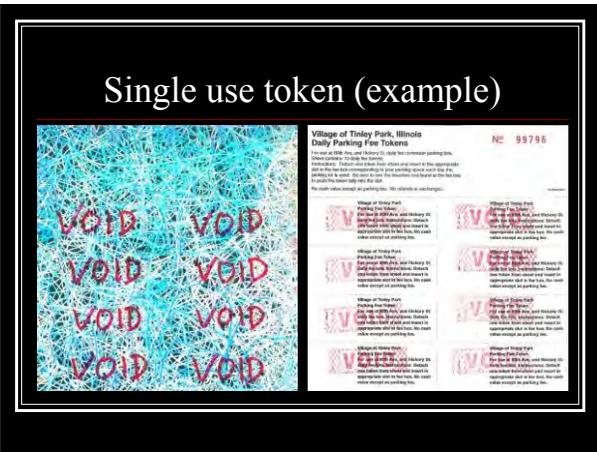
- ### Electronic pay system
- Used by Joliet, Orland Park, Richton
 - Pluses
 - Card friendly
 - Receipt (reimbursement aid)
 - Minuses
 - Cost
 - Support/maintenance
 - Costs: One-time: \$237,600
Ongoing: ~ \$35-40K annually

- ### Single use token (SUT)
- Used by Tinley Park and Midlothian
 - Plus
 - Convenience (no bills or coins)
 - Minuses
 - Adds minor costs
 - Printing
 - Customer distribution?
 - Minimal direct cost: ~\$0.06 per token



- ### Electronic pay system
- Cashless penetration ranges from 15% – 41% across 6 suburban Metra communities
 - Ranges locally from 15% - 23%
 - Low penetration means burden of paying for system falls largely on 80% +/- cash users
 - Additional 15 to 25 cents per commuter
 - \$1.25 (previously approved) + \$0.15 to \$0.25 = \$1.40 to \$1.50 new rate
 - New rate shouldered by all parking lot users

- ### Single use token (SUT)
- Eliminates need to carry coins
 - Works well with current fare box system
 - Financially viable at \$1.25 daily rate
 - No further approvals required from Metra



Payment system ranking matrix

	Pay box system (current)	Pay boxes w/ tokens	Electronic system
Customer convenience	3.5	4	4
One-time cost	4	4	1
Ongoing cost	5	4	1
Equipment maintenance	5	5	3
TOTALS	17.5	17	9

- ### Summary
- Electronic pay penetration low
 - Low penetration means burden of paying for system falls largely on 80% +/- cash users
 - Additional 15 to 25 cents per commuter
 - \$1.25 (previously approved) + \$0.15 to \$0.25 = \$1.40 to \$1.50 new rate
 - New rate shouldered by all parking lot users
 - Single use token (SUT) provides convenient, cashless option
 - Compatible with existing fare box system
 - Working well for neighboring communities on Rock Island line
 - Financially feasible at \$1.25 daily rate already approved by Metra and agreed on by Village Board

Discussion:

Upon determining that the daily parking fee would have to be raised to \$1.40-\$1.50 to support an electronic payment system, and that the estimated 80% +/- or so of commuters continuing to pay with cash would have to shoulder the increased fee along with those paying with credit cards, the Board ultimately agreed to the future implementation of single use tokens. Single use tokens will provide commuters with added convenience without the need to raise the daily fee additionally above the \$1.25 the Board agreed to on February 28, 2011.

Single use tokens will have a value of \$1.25 each and are expected to be sold in sheets of 10 at the Mokena Village Hall, 11004 Carpenter Street, and at the Mokena Police Department, 10907 Front Street. An alternative sale location is being explored to accommodate weekday commuters needing to purchase tokens earlier in the morning, later in the evening, or on Saturday.

Commuters that wish to continue paying with cash will still be able to do so at all of Mokena's lots going forward.

Tokens should be available for purchase in the fall just prior to the time when the \$1.25 daily fee goes into effect.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 9:18 p.m.

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, April 11, 2011

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 8:43 p.m.

ROLL CALL

The following Trustees were present:

John Mazzorana
Joe Siwinski
Jane McGinn
Debbie Engler
Don Labriola
George Metanias

Also present were: Village Clerk Patricia Patt; Village Administrator John Downs; Assistant Village Administrator Kirk Zoellner; Finance Director Barb Damron; Village Engineer Paul Pearson; Police Chief Randy Rajewski; Director of Economic and Community Development Alan Zordan and Public Works Director Lou Tiberi.

Personnel Manual Amendments

Village Administrator John Downs presented to the Board that in January of 2010, significant changes to the Freedom of Information Act ("FOIA") altered the exemption status of various records along with the manner in which public bodies must respond to FOIA requests.

The new FOIA legislation created some conflicts regarding the Village's current personnel manual and the newly prescribed manner in which personnel records are to be handled and electronic FOIA requests managed. To maintain a consistency between State law and Village policies, staff is recommending the Board make several minor adjustments to existing personnel policies. In addition, some minor language modifications are being proposed to clarify layoffs and recall procedures for non-represented employees.

The new FOIA law requires certain (previously exempt) personnel records to be subject to disclosure to the public. The prior FOIA laws exempted personnel records (as a broad definition) from public disclosure. In general, this section references applicable State or Federal laws with regard to what/how personnel records are released or maintained as exempt from the public.

Layoff and Recall Procedures

The proposed language clarifies that layoff/recall procedures for those employees represented through labor agreements shall be governed by the terms of the labor agreement affecting those employees. The proposed changes also provide specified layoff guidelines and recall status for non-represented employees.

Discussion: The Board concurred with the proposed changes and directed Administrator Downs to bring them back for Board approval as a consent agenda item.

Fiscal Year 2012 Budget

Village Administrator John Downs presented to the Board a power point presentation regarding the FY 2012 Budget. This evening's presentation focused on the Water and Sewer Operating Funds.



"BIG BUSINESS" and the assets are owned by our customers... it's about service and system upkeep!

- Represent over \$34M in capital investment by our customers.
- Combined is a \$5.67M annual business
 - Pump 650 +/- million gallons of water and treat similar volume of wastewater
 - Maintain 75 miles of water mains, 5 water storage facilities and 3 pumping stations.
 - Maintain regional WWTP and 12 lift stations
- Serve over 6,600 customer accounts on a 24/7/365 basis.

Seasonal Impacts on Water and Sewer Systems

Hot and Dry conditions increase revenues.

- Increased revenue in water department is somewhat offset by cost of water and increased O&M.
- Hot and dry conditions result in decreased costs to operate WWTP

Wetter conditions decrease revenues.

- Decreased revenue in water department is somewhat offset by cost of water and decreased O&M.
- However, wetter than normal conditions impact sewer system negatively by increasing sanitary flows.
- This increases the cost to operate system while revenues decrease.

One Time Transfer (187th & Wolf Utility Extension Account)

History

- Account created in FY 94 to extend water and sewer service down Wolf Road to Gas City property
- Balance to be utilized to waive recapture to future developers along Wolf and 187th (north of creek).

Recommendation

- Transfer remaining balance of +/- \$171K to Sewer Operating Fund
- Brings fund balance closer to 25% policy level
- Allows time to complete rate analysis for FY 13

Water Operating Fund Summary

FY 11 (current year)

- Net positive operating results from FY 10 of \$36K
- FY 11 revenues up by \$59K
- FY 11 expenditures down by (\$142K)
- Net positive operating results for FY 11 year end \$237K
- Budgeted fund balance of \$999K with estimated fund balance of \$1.236M

FY 12 Revenue Summary

- Overall expected revenues of \$3.58M
- Up by \$31K or (1%)

FY 12 Expense Summary

- Overall expenditures of \$3.8M
- Anticipated +\$85K or 2.29% increase in expenditures

FY 12 Fund Balance Summary

- FY 11 estimated ending fund balance is \$1.236M
- FY 12 budgeted fund balance is \$1.027M which is \$79K above the 25% policy level set by the Board
- However, the FY 12 budgeted fund balance is (\$209K) below the FY 11 estimated fund balance

Capital Improvement Fund

Accounts	FUND BALANCES IN ESCROW ACCOUNTS			Purpose
	Begin FY '09	Begin FY '10	Ending FY '10	
Municipal Parking Facilities (Restricted)	455,106	470,606	446,456	Funds escrowed for future repairs/improvements to the municipal parking facilities. Funds escrowed through parking lot transfers, bond proceeds and contributions. Funds need to be maintained for when future parking lot and access road rehabilitation and repairs become necessary.
Water Improvements (General Restrictions for Water Related Issues)	856,740	686,474	506,882	Funds escrowed through connection fees, operating transfers, contributions and interest. The fund is established specifically to be utilized for water related expenditures which include payment to Tinley Park for oversizing, debt and lake water joint system maintenance (New Lenox and Mokena).
187 th Wolf-Water/Sewer (Restricted)	169,229	170,389	171,656	Balance to be utilized to waive recapture to future developers along Wolf and 187th (north of creek).
Municipal Facilities (Restricted)	238,122	8,775	73	Facility improvements can be funded through this account. This balance should be maintained and systematically established annually to fund future land acquisitions and facility expansions.
General Infrastructure (Transportation Projects)	7,215,144	3,053,832	2,436,001	This fund is available for large-scale multi year road projects. Based on pending needs of the Village with regard to established road improvement priorities.
Total	\$9,943,642	\$5,372,516	\$4,580,093	

This fund performing as designed and in good order
No longer serves purpose as intended

Water Operating Fund

- **OVERALL FUND CONDITION**
- Net Positive Operation Results in FY 11 are expected to leave fund in Better Position By +\$237K
- FY 11 Budgeted Fund Balance \$999K with estimated fund balance of \$1.236M
- FY 12 Fund balance anticipated to decrease by (\$209K) to \$1.027M+/-
- BUT... Still expected to be \$79K +/- above policy level

Capital Repair/Replacement Fund

Accounts	FUND BALANCES IN ESCROW ACCOUNTS			Purpose
	Begin FY '10	Begin FY '11	Ending FY '11	
Municipal Parking Facilities (Restricted)	470,480	471,060	445,360	Funds escrowed for future repairs/improvements to the municipal parking facilities. Funds escrowed through parking lot transfers, bond proceeds and contributions. Funds need to be maintained for when future parking lot and access road rehabilitation and repairs become necessary.
Water Improvements (General Restrictions for Water Related Issues)	686,695	504,000	333,277	Funds escrowed through connection fees, operating transfers, contributions and interest. The fund is established specifically to be utilized for water related expenditures which include, payment to Tinley Park for oversizing, debt and lake water joint system maintenance (New Lenox and Mokena).
187 th Wolf-Water/Sewer (Restricted)	170,748	170,958	171,208	Balance to be utilized to waive recapture to future developers along Wolf and 187th (north of creek).
Municipal Facilities	10,704	(5,463)	(5,463)	Facility improvements can be funded through this account. This balance should be maintained and systematically established annually to fund future land acquisitions and facility expansions.
General Infrastructure	5,104,687	4,681,480	1,875,246	This fund is available for road and other infrastructure projects and costs based on pending needs of the Village. The 1/2% sales tax provides revenue for this fund.
Total	\$7,425,372	\$6,840,960	\$3,856,053	

\$26.4K re-programmed in FY 11 for resealing and restriping HC Lot
Primarily Debt Service=\$328K
No useful purpose/could be dissolved into w/s
No activity in FY 11
Besides road projects & CN buffering as previously listed \$725K in P&I.

Sewer Operating Fund Summary

<ul style="list-style-type: none"> • FY 11 Current Year <ul style="list-style-type: none"> - Net positive operating results from FY 10 of \$17K - FY 11 revenues up by \$7K - FY 11 expenditures down by (\$67.7K) - Net positive operating results for FY 11 year end \$92K - Budgeted fund balance of \$330K with estimated balance of \$422K • FY 12 Revenue Summary <ul style="list-style-type: none"> - Expected operating revenue of \$1.696M (stagnant) - One time transfer of \$171K - Total revenue \$1.867M • FY 12 Expense Summary <ul style="list-style-type: none"> - Overall expenditures of \$1.87M - Budgeted +\$49K increase or 2.7% 	<ul style="list-style-type: none"> • FY 12 Fund Balance Summary <ul style="list-style-type: none"> - FY 11 estimated fund balance is \$422K - FY 12 budgeted fund balance is \$416K (includes one time transfer of \$171K) - Equals 22% of expenditures or (\$52K) below 25% policy level set by the Board - Without transfer, expenses would be \$177K above revenues and the fund balance would be at 13% or (\$223K) below policy level
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Sewer Operating Fund Summary

- **OVERALL FUND CONDITION**
 - Net positive operation results in FY 11 are expected to leave fund in better position by \$92K
 - FY 11 budgeted fund balance \$330K with estimated fund balance of \$422K
 - FY 12 fund balance expected to decrease by (\$6K) to \$416K (includes one time transfer)
 - The FY 12 fund balance is below 25% target levels by (\$52K) or 22% with one time transfer and (\$223K) or 13% without transfer
- Recommendation to monitor fund and re-evaluate during FY 13 budget process

Uncertainties Moving Forward

1. Water Contractual Terms with Oak Lawn
 - Will impact water rates for our consumers.
 - Timeline for contract completion and estimated water costs uncertain at this time.
2. Sewer collection and treatment costs
 - Pending WWTP expansion will likely increase operating costs.
 - Study underway at this time to determine O&M increase
 - Construction timeline is still unknown.

Summary Points

- Overall assessment should be conducted in FY 13 budget process considering both water and sewer rate needs.
- Staff will have adequate time to analyze data and present future recommendations.
- Board provided time to frame issue and render future policy direction.

Discussion: An overview on the status of the water and sewer operating funds was provided. The water system has been performing well over the past several years. The fund has been able to produce net positive operating results. This means expenditures have been lower than budgeted and revenues have exceeded forecasts. The ending fund balance for FY 11 should be approximately \$237K above budget or \$1.236M. FY 12 is expected to end the year at \$1.027M which is above the 25% policy level. However, expenditures are scheduled to exceed revenues by almost \$209K.

The sewer system is not doing as well as the water system. Sewer revenues have become stagnant, this has been offset with cost containment. The sewer system should produce net positive operating results of \$92K for FY11. The year end fund balance should be at \$422K compared to budget of \$330K. In FY 12, the fund balance will be at \$245K without a one time transfer of \$171K that is being recommended. The transfer will bring the fund balance to \$416K which is still \$52K below the 25% policy level. The one time transfer is coming from the 187th S. Wolf Utility Extension amount which is part of the Capital Improvement Fund. This account was created in FY 94 to extend water and sewer service down Wolf Road to the Gas City property. The account no longer serves a purpose as the utilities have been fully installed since the mid-nineties. The possibility of the proposed transfer has been discussed in the two prior budget cycles. This transfer will allow staff time to analyze the fund during the FY 13 budget process.

The Village is facing uncertainties in the water and sewer funds moving forward. There are water contractual terms with Oak Lawn that will impact the water rates. There are sewer collection and treatment costs associated with the pending WWTP expansion that are still unknown.

Staff is recommending an assessment be conducted in FY 13 budget process regarding both water and sewer rates. This will allow time to adequately analyze data and present future recommendations. This will also provide the Board with time to frame the issue and render future policy direction.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 9:08 p.m.

**BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, May 23, 2011**

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 8:15 p.m.

ROLL CALL

The following Trustees were present:

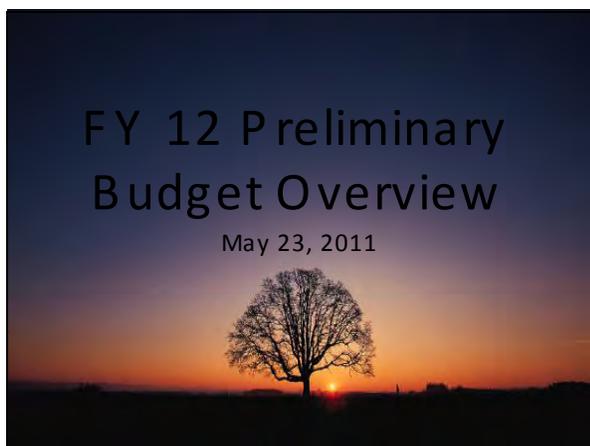
- John Mazzorana
- Joe Siwinski
- Jim Richmond
- Don Labriola
- George Metanias

Also present were: Village Clerk Patricia Patt; Village Administrator John Downs; Assistant Village Administrator Kirk Zoellner; Finance Director Barb Damron; Village Engineer Paul Pearson; Police Commander Dan Rankovich and Public Works Director Lou Tiberi.

Absent: Trustee Debbie Engler

Fiscal Year 2012 Budget

Village Administrator John Downs presented to the Board a power point presentation regarding the FY 2012 Budget. This evening's presentation focused on the preliminary draft budget for FY 2012.



EQUIPMENT		Estimated
Fleet Replacements	\$	370,500
Radio Frequency (Re-Banding)	\$	22,000
Equipment Replacements	\$	46,600
Computer/Comm. Replacements	\$	90,000
Facility Maintenance	\$	39,550
TOTALS	\$	568,650

FUNDING \$570K

Purpose of Tonight's Meeting

- Briefly revisit prior budget directives.
- Review the status of the general fund.
- Review aggregate budget
- Review key assumptions
- Propose FY 11 budget Amendments
- "Frame" issues which should be addressed during FY 12.

Options Considered

- Defer replacing or repairing emergency/priority equipment and facilities for another year.
- Utilize general fund balance reserves leaving the Village's cash position at risk for meeting future operating obligations.
- Issue debt with interest and principal being paid back in future years by residents.
- Raise fees on municipal services or private utilities such as electric and gas.
- Utilize a capital reserve fund not encumbered or earmarked for pending or scheduled projects.*

Selecting the Right Funding Source

- Fund cannot be legally encumbered
- Fund cannot be practically encumbered without impacting other priority capital objectives.
- Fund must have adequate capacity to provide one-time transfer.

Road and infrastructure Program

- Local Road Program**
 - Continues a shift in funding from MFT to ½% sales tax
 - Best program based on economic circumstance
- A similar shift in GF infrastructure maint.
 - From general fund to ½% sales tax fund.
- US 30 Improvements**
 - Signal at Ridgmore
 - Bike Path
 - Sidewalks

FUND/ACCOUNT	ANTICIPATED FY 11 FUND BALANCE	ENCUMBERED		NOTES
		Legal	Practical	
Municipal Parking	\$445K	Y	N*	Metra Agreement
Water Improvement	\$1.41M	Y	Y	Repay bond issues and contract obligations
Municipal Facilities	\$204K	N	Y	No funds available
½% Sales Tax (Infrastructure)	\$1.87M	Y	Y	Repay Bond issue and infrastructure expenses
187 th /Wolf	\$171K	N	N	Fund no longer needed
WWTP	\$1.09M	Y	N*	IEPA Grant
WWTP Expansion	\$6.37M	N	Y	Pending WWTP
Sewer System Capital	\$650K	N	Y	Internally created-imminent projects
Water System Capital	\$897K	N	N	Internally created-no imminent projects

• **Legally encumbered** –legal or contractual obligations guaranteeing fund is utilized for specific purposes.
 • **Practically encumbered** – Funds have imminent or pending use for priority purpose (usually projects) or inadequate funds are available.

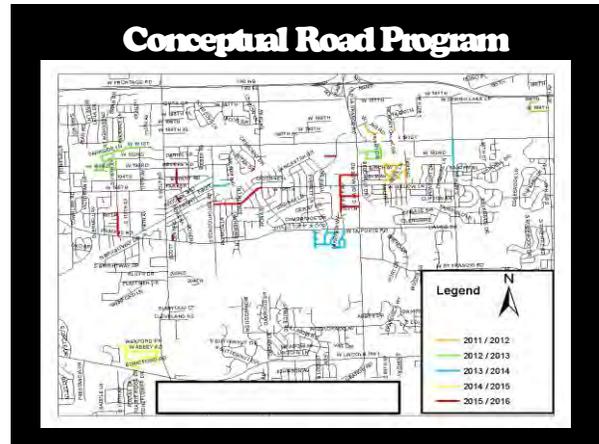
(1) Proposed FY 12 Road Program

Improvement Projects - 2011/12	Estimated Cost
April (Birch to Walnut)	\$46,169.71
April Ct. (April to End)	\$19,330.87
Birch (Cherry to Walnut)	\$71,809.40
Birch (Walnut to Unincorporated)	\$8,144.38
Park Avenue Birch to Park	\$13,458.85
Cherry St. (Willow to Birch)	\$86,748.97
Elm Ave. (Walnut to Cherry)	\$62,804.09
Elm Ave. (Walnut to Unincorporated)	\$19,953.73
Elm Ct. (Elm to End)	\$18,352.20
Walnut (Willow to Birch)	\$78,052.96
80th Ave Industrial Park (Entire Park)	\$130,975.82
Ring Road / Henry Dr (Hickory Creek to end)	\$107,386.47
Total:	\$663,167.45
2011/2012 Street Miles (Total) =	2.01

Water Capital Fund Forecast

	2011	2012	2013	2014	2015	2016
Beginning Fund Balance	\$800,196	\$897,454	\$382,643	\$575,663	\$769,683	\$964,703
Revenue:						
Contributions	\$0	\$0	\$0	\$0	\$0	\$0
Tap-on Fees	\$231,008	\$253,089	\$240,720	\$240,720	\$240,720	\$240,720
Interest Earnings	\$5,000	\$3,100	\$2,300	\$3,300	\$4,300	\$4,400
Total Revenue	\$236,008	\$256,189	\$243,020	\$244,020	\$245,020	\$245,120
Total Available For Spending	\$1,036,204	\$1,153,643	\$625,663	\$819,683	\$1,014,703	\$1,209,823
Operating Expenses:						
Contractual Services	\$38,750	\$20,000	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$111,000	\$0	\$0	\$0	\$340,000
Other Financing Uses	\$100,000	\$640,000	\$50,000	\$50,000	\$50,000	\$50,000
Total Expenses	\$138,750	\$771,000	\$50,000	\$50,000	\$50,000	\$390,000
Ending Fund Balance	\$897,454	\$382,643	\$575,663	\$769,683	\$964,703	\$819,823

Includes \$570K transfer



- ### By using Water Capital Reserves...
- Emergency and heavy equipment can be replaced and facilities repaired without loss of operating capacity.
 - General Fund balances levels will not be further reduced.
 - Residents will be spared the obligation of costly and ongoing debt repayments.
 - Taxes or utility fees will not be increased on residents and businesses.
 - Your water system will continue to receive the same level of programmed improvements.

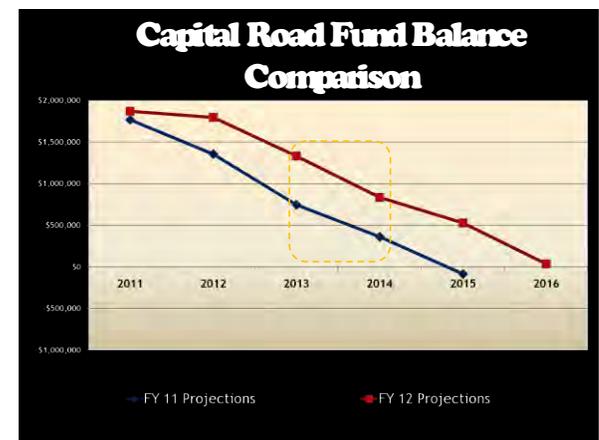
(2) FY 2012 Infrastructure Maintenance

PROJECT	COST
Wolf Road Patching	\$ 40,000
Erosion Control	\$ 15,000
Full Depth Patching	\$ 60,000
Curb S hotcrete	\$ 5,000
S idewalks	\$ 35,000
Mudjacking (S idewalks/Curbs)	\$ 7,000
S tructural S treet Light R epairs	\$ 15,000
M aterial T esting	\$ 6,000
Total	\$128,000

•Wolf Road Patching to double in FY 13
 •Erosion Control Deferred one year
 •Full depth patching program +\$20K

FY 2013 Infrastructure Maintenance (next year)

PROJECT	COST
Wolf Road Patching	\$ 75,000
Erosion Control	\$ 15,000
Full Depth Patching	\$ 40,000
Curb S hotcrete	\$ 5,000
S idewalks	\$ 35,000
Mudjacking (S idewalks/Curbs)	\$ 7,000
S tructural S treet Light R epairs	\$ 15,000
M aterial T esting	\$ 6,000
Total	\$198,000



Road and General Maintenance Program

	1. Miles of Streets Repaved/Costs						Average
	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	
1. Proposed Plan ½% sales tax	3.00 \$679K	2.01 \$663K	1.96 \$682K	1.80 \$765K	1.73 \$682K	1.88 \$860K	2.1 miles \$721K
2. General Maintenance	\$159K	\$128K	\$198K	\$173K	\$178K	\$183K	\$169K

Other Projects

- CN Buffering=\$70K
- Salt Dome=\$210,000 (includes \$10,000 engineering fees)

IL Dept. of Commerce & Economic Opportunity Grant

(3) Road Fund (1/2% sales tax)

- Continues the shift in 1/2% sales tax fund from construction to maintenance
- Proposed FY 12 (and beyond) program provides:
 - US 30 Phase II Improvements
 - Signal @ US 30/Ridgemoore
 - Bike path/sidewalks
 - Street lights to Ridgemoore
 - Noise walls/pedestrian access to overpass
- Schoolhouse Road has been deferred beyond 2016 at this point.
 - Under FAU consideration.
- RI aggregate Quiet Zone Deferred at this time

FY 12 W&S Capital Summary

Summary		
	5 Year Budget Average	FY 12
Water Capital (Total)	\$1,200,558	\$771K
Sewer Capital (Total)	\$527,340	\$97K

WATER CAPITAL

- Revenue Assumptions: @\$245K per year for next several years.
- System repairs/amp (\$111K)
- Transfer to GF (\$570K)
- Transfer to escrow fund (\$50K)
- Consulting services for Oak Lawn Contract (\$20K)
- Contingency (\$20K)
- TOTAL=\$771K**

SEWER CAPITAL

- Revenues Assumptions @ \$85K+/- per year for next several years.
- Engineering for reline FUTURE projects (\$23K)
- Sewer reline projects (\$54K)
- Contingency (\$20K)
- TOTAL=\$97K**

(1) Local Share of US 30 Phase II Improvements

Sidewalk/Bikepath	\$9.2K
Traffic Signal	\$32.2K
Utility Adjustments	\$27.6K
Lighting	\$209.8K
Total	\$278.8K

WWTP Repair and Replacement Fund

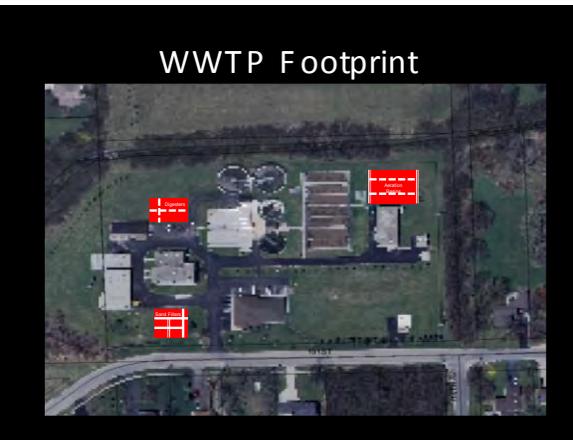
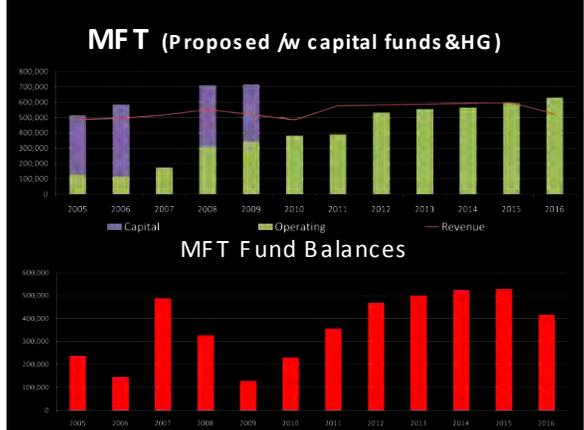
- Plant repair fund is separate and has a projected balance of \$1.1+/- million at the end of FY 11.
- Projected average annual expenditures over next 8 years - \$55K+/-.
- Interest earnings should offset majority of spending to maintain target fund balance of \$1 +/-million.
- This fund has performed as designed over past decade (plus).

Replacement Items	ESTIMATE FY12
AIR OPERATED DIAPHRAGM PUMP	\$1,900.00
THICKENED SLUDGE PUMP	\$13,400.00
BACK WASH WASTE PUMP	\$7,700.00
D.E. LOADING SCREW	\$3,300.00
KNIFE BLADE SET	\$6,325.00
REBUILD 100 HP MOTOR	\$1,800.00
AUTOCALVE-(LAB)	\$5,000.00
RAW PUMP	\$13,800.00
AIR COMPRESSOR (NON-POT SYSTEM)	\$8,000.00
TOTAL	\$61,225.00

WWTP Expansion Fund

- Fiscal Summary
 - Plant expansion fund is separate and has a projected balance of \$6.3 Million at end of FY 11
 - Estimated Construction Cost of \$6.1-\$6.7 Million +/-
 - Construction tentative for 4th QT. - \$1.5M budgeted

	FY 11	FY 12	FY 12/13
Expenditures	\$361K design engineering and other planning expenditures	\$328K in engineering (both design/construction)	\$1.5M in FY 12 \$6.1-\$6.7 +/- Total over construction cycles
Ending Fund Balance	\$6.37+/- million	\$4.55 +/-million	Unknown at this time.



FY 12 Refuse Fund Summary

- FY 11 (current year)**
 - Revenues are just above budget by \$5K with expenditures (\$7K) below budget
 - Fund balance in stable condition at \$112K.
- FY 12 Revenue Summary**
 - Forecasted revenue growth of \$34K with total revenues of \$1.146M or 3%
- FY 12 Expenditure Summary**
 - Anticipated increase of \$34K with total expenditures of \$1.15M or 3%
- FY 12 Fund Balance**
 - Remains stable at \$112K
 - Tree programs and discounts
 - Senior discounts - \$8.25K rate discount
 - \$11.4K (1) month free service
 - Free Leaf and branch pick up costs \$14.8K
 - Total Costs - \$34.44K**
 - These costs are absorbed by all customers.
 - Monthly rate increases (2.7%)
 - SF \$5.40 per month
 - TH \$3.35 per month
 - APTS \$2.28 per month

MFT Trends Snow Removal/Revenues

- Snow removal costs on the rise
- Reduced available funding for road repairs.
- Forced a shift in funding for road repairs from MFT to 1/2% sales tax fund.
- Stagnant MFT Receipts (until capital legislation)
- Additional funds (+\$81K +/- annually /\$405K +/- total) slated for:
 - Tree Removal=\$50K
 - Crack filling= \$40K

Snow Removal Costs	
FY 2006	\$97,000
FY 2007	\$162,000
FY 2008	\$286,000
FY 2009	\$316,000
FY 2010	\$343,000
FY 2011 Estimated	\$327,000
FY 12 Budget	\$378,000

Water Operating Fund Summary

- FY 11 (current year fund balance)**
 - Net positive operating results for FY 11 year end \$235K
 - Budgeted fund balance of \$999K with estimated fund balance of \$1.233M
- FY 12 Revenue Summary**
 - Overall expected revenues of \$3.58M
 - Up by \$31K or (1%)
- FY 12 Expense Summary**
 - Overall expenditures of \$3.78M
 - Anticipated +\$76K or 2% increase in expenditures
- FY 12 Fund Balance Summary**
 - FY 11 estimated ending fund balance is \$1.233M
 - FY 12 budgeted fund balance is \$1.033M which is \$88K above the 25% policy level set by the Board
 - However, the FY 12 budgeted fund balance is (\$200K) below the FY 11 estimated fund balance

MFT Plan (with capital funds/high growth)

	2011	2012	2013	2014	2015	2016
Beginning Fund Balance	\$231,792	\$418,471	\$469,887	\$501,127	\$525,886	\$528,892
Revenue:						
MFT Allotment	\$578,245	\$582,692	\$587,564	\$592,437	\$597,309	\$521,108
Interest Earnings	\$500	\$750	\$850	\$900	\$950	\$900
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenue	\$578,745	\$583,442	\$588,414	\$593,337	\$598,259	\$522,008
Total Available For Spending	\$810,537	\$1,001,913	\$1,058,301	\$1,094,464	\$1,124,145	\$1,050,900
Operating Expenses:						
Personal Services	\$85,779	\$98,252	\$102,182	\$106,269	\$110,520	\$114,941
Commodities	\$267,562	\$308,000	\$320,320	\$333,133	\$346,458	\$360,316
Contractual Services	\$39,725	\$125,309	\$134,672	\$129,176	\$138,275	\$159,088
Total Operating Expenses	\$392,066	\$531,561	\$557,174	\$568,578	\$595,253	\$633,345
Capital Projects:						
Improvements - Streets & Alleys	\$0	\$465	\$0	\$0	\$0	\$0
Improvements - Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Capital Outlay	\$0	\$465	\$0	\$0	\$0	\$0
Total Expenses	\$392,066	\$532,026	\$557,174	\$568,578	\$595,253	\$633,345
Ending Fund Balance	\$418,471	\$469,887	\$501,127	\$525,886	\$528,892	\$417,554

Sewer Operating Fund

- FY 11 Current Year**
 - Net positive operating results for FY 11 year end +\$92K
 - Budgeted fund balance of \$330K with estimated balance of \$422K
- FY 12 Revenue Summary**
 - Expected operating revenue of \$1.69M (stagnant)
 - One time transfer of \$171K
 - Total revenue \$1.867M
- FY 12 Expense Summary**
 - Overall expenditures of \$1.864M
 - Budgeted +\$41K increase or 2.2%

Fund Balance Summary

- FY 11 estimated fund balance is \$422K
- FY 12 budgeted fund balance is \$425K (includes one time transfer of \$171K)
- Equals 23% of expenditures or (\$41K) below 25% policy level set by the Board
- Proposed transfer maintains solvency of fund in near future.

Sewer Operating Fund Summary

OVERALL FUND CONDITION

- Net positive operation results in FY 11 are expected to leave fund in better position by \$92K
- FY 11 budgeted fund balance \$330K with estimated fund balance of \$422K
- FY 12 fund balance expected to increase by \$3K to \$425K (includes one time transfer)
- The FY 12 fund balance is below 25% target levels by (\$41K) or 23% with one time transfer and (\$212K) or 14% without transfer
- Recommendation to monitor fund and re-evaluate during FY 13 budget process

Recommended FY12 Plan

- July 1, 2011**
 - Replace coin pay boxes
 - Replace shelters
 - Install additional security cameras at Hickory Creek lot
- Oct. 1, 2011**
 - Increase daily fee at all lots to \$1.25
 - Implement single use token system pay option

One Time Transfer (187th & Wolf Utility Extension Account)

History

- Account created in FY 94 to extend water and sewer service down Wolf Road to Gas City property
- Balance to be utilized to waive recapture to future developers along Wolf and 187th (north of creek).

Recommendation

- Transfer remaining balance of +/- \$171K to Sewer Operating Fund
- Brings fund balance closer to 25% policy level
- Allows time to complete rate analysis for FY 13



FY 12 Parking Lot Fund Summary

- FY 11 (current year)**
 - FY 10 left fund in Better Position By +\$5K
 - Revenues down by (\$1K) and expenditures above by \$2K
 - Budgeted fund balance of \$25K with estimated fund balance of \$27K
- FY 12 Revenue Summary**
 - Revenue increase of \$48K or 19.5%
 - \$.25 daily fee increase in Oct.
 - Total Revenues are **\$294K**
- Expenditure Summary**
 - Expenditures to increase by \$13.4K or 4.8%
 - Total expenditures are **\$290K**

FY 12 Fund Balance

- Estimated to be \$31K, which is well below policy level.
- Should incrementally improve over next few years.
- Another increase likely needed in 3-5 years.

General Fund Revenue Summary

	Actual	Budgeted	Estimated	Dept. Req.	Amount	% of Change
Revenues	Fiscal '10	Fiscal '11	Fiscal '11	Fiscal '12	\$ Change	% of Change
Taxes	4,684,479	5,160,683	5,872,631	5,719,270	558,587	10.82%
Licenses	728,979	721,862	743,777	753,652	31,790	4.40%
Permits	162,368	182,000	146,200	137,000	(45,000)	-24.73%
Intergovernmental Revenue - State	20,742	20,837	20,743	18,879	(1,958)	-9.40%
Intergovernmental Revenue - Local	259,586	264,777	264,777	270,073	5,296	2.00%
Erection Fees	0	0	0	0	0	0.00%
Fines	329,411	291,500	234,470	238,000	(53,500)	-18.35%
Other Revenue	430,085	367,608	453,443	972,480	604,872	164.54%
Total Revenue	\$6,615,650	\$7,009,267	\$7,376,041	\$8,109,354	1,100,087	15.69%
				-\$570K	-\$570K	
				\$7,544M	\$530K	7.5%

* Taxes increasing primarily due to sales tax increase of \$405K/72%
 * License increase due to Franchise fees
 * Permits and fines should be off a combined **-\$98K**
 * Other revenue augmented by \$570K transfer

Parking Lot Improvements

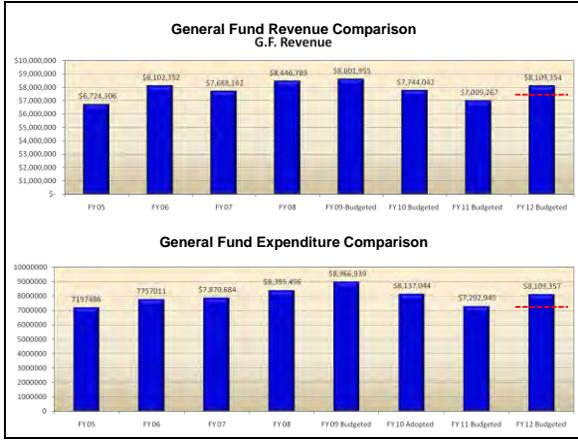
- Pay boxes - **\$37,290.**
- New shelters (4) at Hickory Creek - **\$46,900.**
- Additional security cameras at Hickory Creek - **\$32,900.**
- FY 11 Year-end balance \$445,340
- Capital improvements - total **\$117,090**
- FY 12 Year-end balance **\$328,600**

FY 12 General Fund Expenditure Summary

	Budgeted FY 10	Budgeted FY 11	Estimated FY 11	Proposed FY 12	Increase/Decrease	Percent
Personal Services	\$5,435,201	\$5,030,879	\$5,148,709	\$5,243,818	\$212,939	4.23%
Commodities	\$775,942	\$685,277	\$632,671	\$721,897	\$36,620	5.34%
Contractual Services	\$1,679,976	\$1,547,956	\$1,388,160	\$1,491,828	(\$56,128)	-3.63%
Capital Outlay	\$95,925	\$28,837	\$24,843	\$601,814	\$572,977	1986.95%
Other	\$150,000	\$0	\$0	\$50,000	\$50,000	N/A
G.F. Total Expenses	\$8,137,044	\$7,292,949	\$7,194,383	\$8,109,357	\$816,408	11.19%
27th Pay period (net)				-\$164K	-\$164K	
Deferred Equipment Replacement				-\$570K	-\$570K	
				\$7.38M	\$82K	1.1%

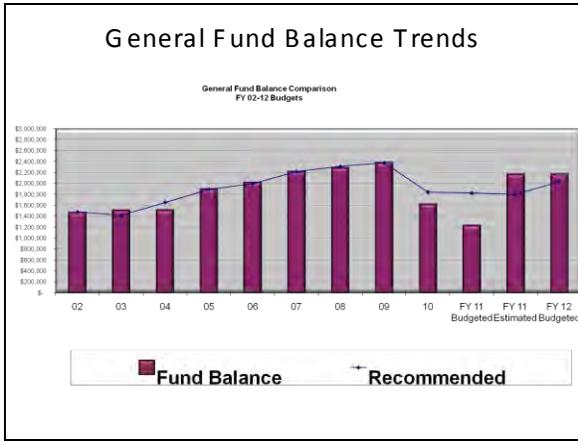
- Personal services includes 27th payroll period (\$164K or 3.3% of 4.23%)
- Commodity increase is based on increase in fuel costs of \$57K
- Contractual services reduced with legal fees and retired incentive agreement
- Capital outlay increase due to "catch up" of \$570K for emergency fleet, equipment and facility repairs

All funding from dedicated capital escrow account...



Overall Budget Overview

	FY 11 Budget	FY 12 Budget	\$ Inc/(Dec.)	% Change
REVENUES				
Taxes	\$7,946,206	\$8,713,625	\$767,419	9.66%
Fines	\$291,500	\$238,000	(\$53,500)	(18.35%)
License/Permits	\$903,862	\$890,652	(\$13,210)	(1.46%)
Service Charge	\$6,913,470	\$7,030,669	\$117,199	1.70%
Grants/Trans.	\$296,872	\$296,347	(\$525)	(.18%)
Development	\$759,700	\$1,136,165	\$376,465	49.55%
Other	\$993,740	\$1,530,162	\$536,422	53.98%
TOTAL	\$18,105,350	\$19,835,620	\$1,730,270	9.56%
EXPENSES				
Personal Serv.	\$7,848,430	\$8,306,107	\$457,677	5.83%
Commodities	\$1,427,297	\$1,511,663	\$84,366	5.91%
Contract Serv.	\$7,955,079	\$7,802,897	(\$152,182)	(1.91%)
Capital Outlay	\$3,722,627	\$3,525,806	(\$196,821)	(5.29%)
Other/Trans	\$669,000	\$1,171,315	\$502,315	75.08%
TOTAL	\$21,622,433	\$22,317,788	\$695,355	3.22%
27 th Pay Period			-\$327,000	
			\$468,355	2.2%



Capital Fund Balance Summary

Fund	Begin FY '11	Begin FY '12	Ending FY '12
Water Capital	\$800,196	\$897,454	\$382,643
Sewer Capital	905,592	649,763	642,629
Sewer Plant Replacement	1,106,437	1,090,187	982,462
Sewer Plant Expansion	6,455,230	6,371,710	4,555,723
Capital Imp., Repair, Replacement	6,849,148	4,101,513	3,384,730
Totals	\$16,116,603	13,110,627	\$9,948,187
			-\$3,16M

- **Water Capital** to decrease due to one time capital transfer to GF
- **Sewer Capital** to remain stable
- **Sewer plant replacement** in good order with goal of \$1+/-million maintained.
- **Sewer plant expansion** prepared for major \$6.1-6.7+/- million expansion in FY12/13 with \$1.85M programmed for upcoming year
- **Capital Improvement, Repair and Replacement** programmed to decrease due to transfer of funds to sewer operating, parking lot improvements and use of 1/2% sales tax for road and other infrastructure maintenance

General Fund Assumptions

- General assembly will not structurally change LGDF.
- Staffing levels will remain constant.
- Core service levels will remain constant.
- 3 program improvements
 1. I phone web cast platform **\$1,200**
 2. Medication drop off program **\$200**
 3. Web based crime mapping **\$3,600**

Capital Repair/Replacement Fund

Accounts	Begin FY '11	Begin FY '12	Ending FY '12	Purpose
Municipal Parking Facilities (Restricted)	471,112	445,340	328,600	Funds escrowed for future repairs/replacements to the municipal parking facilities. Funds escrowed through parking lot transfers, bond proceeds and contributions. Funds need to be maintained for when future parking lot and access road rehabilitation and repairs become necessary.
Water Improvements (General Restrictions for Water Related Issues)	504,180	360,033	198,683	Funds escrowed through connection fees, operating transfers, contributions and interest. The fund is established specifically to be utilized for water related expenditures which include payment to Tinley Park for oversized, debt and lake water joint system maintenance (New Lenox and Mokena).
(1) Oak Lawn System	(1) Res. 750,000	750,000	750,000	
(2) T.P. Oversizing	(2) Res. 100,225	100,225	100,225	
(3) N.L. Joint System	(3) Res. 168,621	202,663	218,863	
	1,523,026	1,412,941	1,267,771	
187th Wolf-Water/Sewer (Restricted)	176,977	171,165	0	Balance to be transferred to the Sewer Operating Fund
Municipal Facilities (Restricted)	(4,965)	203,517	(6,473)	Facility improvements can be funded through this account. This balance should be maintained and systematically replenished annually to fund future land acquisitions and facility expansions.
General Infrastructure (Transportation Projects)	4,688,928	1,868,550	1,794,832	This fund is available for road and other infrastructure projects and costs based on pending needs of the Village. The 1/2% sales tax provides revenue for this fund.
Total	\$6,849,148	\$4,101,513	\$3,384,730	

General Fund Issues Ahead

1. Continued pressure on fleet and emergency equipment
2. Aging condition of our municipal facilities
3. Continued pressure related to State's Fiscal Position
4. Unknown outcome of 2 labor agreements
5. Maintaining adequate fund balances
6. Resisting the "urge to spend" more because things seem better.

Summary of Fund Transfers

Fund From	Fund To	Purpose	Amount
Performance Bond	General	Transfer Interest Earnings	\$ 5,150
Refuse	General	Interfund Service Charge	43,242
Water	General	Interfund Service Charge	77,216
Water	Capital Improvement	Joint System Costs	35,000
Sewer	General	Interfund Service Charge	77,216
Parking Lot	General	Interfund Service Charge	72,399
Water System Capital	General	Capital Equipment & Facility Improvements (One Time Transfer)	570,000
Water System Capital	Capital Improvement	Water Improvements	50,000
187 th & Wolf-Water/Sewer	Sewer Operating	Subsidize Fund Balance (One Time Transfer)	171,165
TOTALS			\$1,101,388

Budget Overview

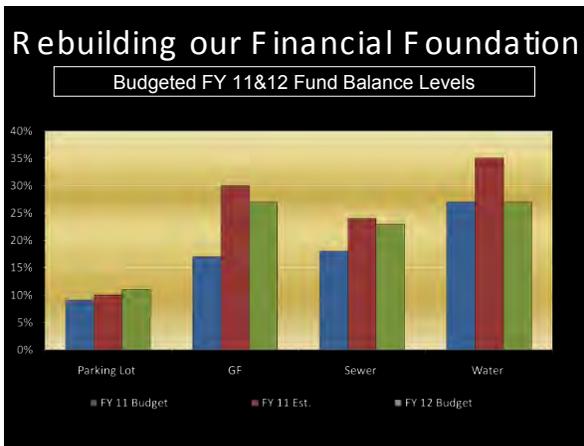
OVERALL FISCAL STATUS			
	Actual FY '10	Anticipated FY '11	Proposed FY '12
Beginning Balance	\$28,424,931	\$29,095,848	\$28,957,598
Revenues	18,727,363	20,548,432	19,835,620
Expenditures	18,056,446	20,686,682	22,317,788
Ending Balance	\$29,095,848	\$28,957,598	\$26,475,430
			-\$2.48M

Budget Amendments

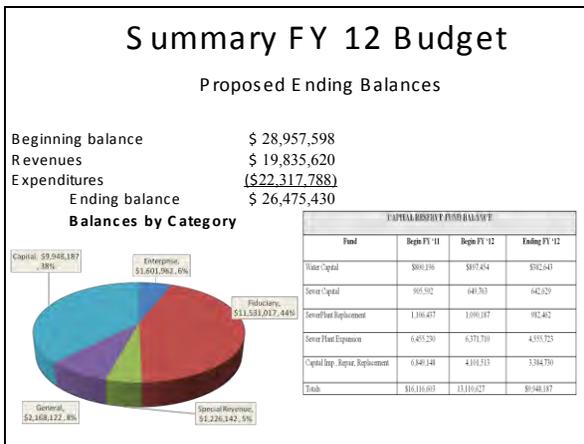
Summary FISCAL 2011 Budget Amendments			
Fund Name	Budgeted Amount	Proposed Amendment	Reason/Funding Source
IMRF/FICA/MC Contribution Fund	\$534,225	\$550,000	Additional Costs (costs associated with salary increases for organized labor agreements (Fund Balance)
Municipal Parking Lot Fund	\$277,168	\$282,000	Additional Costs (costs associated with salary increases for organized labor agreements (Fund Balance)

VILLAGE OF MOKENA						
FISCAL 2012 BUDGET						
SUMMARY OF ALL FUNDS						
Fund Name	Original	Revenue	Expenditures	Fund	Balance	Diff.
	Yr. Balance					
01 General	\$ 2,188,125	\$ 8,109,354	\$ 6,106,367	\$ 2,188,122	\$	(6)
02 Audit	16,784	6,310	6,300	17,774		1,010
04 Performance Bond	743,732	30,150	405,150	428,732		(315,000)
05 Tourism	30,420	33,150	63,343	10,236		(20,193)
06 Special Tax Allocation	7,305	13,678	7,400	13,683		6,278
07 School Crossing Guard	26,951	24,702	24,367	27,376		428
08 MRP/PC/AMC Contribution	292,143	539,152	572,741	268,554		(33,589)
09 Police Pension	10,347,217	1,543,325	355,555	11,631,017		1,183,800
11 Motor Fuel Tax	418,471	583,442	535,026	469,897		51,418
15 Police	112,384	1,126,004	1,146,833	111,263		(433)
16 Water & Sewer Operating	1,656,452	6,450,521	6,647,948	1,459,025		(197,427)
Encumbered Bond Res.						
17 Municipal Parking Lot	26,888	234,655	200,568	30,975		3,697
19 Sewer System Capital Improv.	649,763	69,973	67,107	642,629		(7,134)
20 Water System Capital Improv.	897,454	258,189	771,000	382,643		(514,811)
21 Sewer Plant Replacement	1,050,187	3,500	111,225	982,462		(107,725)
22 Plant Expansion	6,971,710	52,750	1,848,732	4,655,728		(1,815,982)
23 Capital Improvement, Repair and Replacement	4,101,513	1,618,395	2,335,178	3,384,730		(716,783)
Totals	\$38,957,598	\$19,635,620	\$32,317,788	\$38,475,430		\$ (2,482,168)

- ### Uncertainties moving forward
1. Possible legislative actions by the General Assembly
 2. The long term sustainability of our economic recovery
 3. 2 pending organized labor agreements
 4. Water Contractual Terms with Oak Lawn
 - Will impact water rates for our consumers.
 - Timeline for contract completion and estimated water costs uncertain at this time.
 5. Sewer collection and treatment costs
 - Pending WWTP expansion will likely increase operating costs.
 - Study underway at this time to determine O&M increase
 - Construction timeline is loosely scheduled for FY 12 (4th)



- ### Framing Future Discussion Points
1. Conduct mid-range utility rate assessment with rate increases likely in FY 13... ..and beyond.
 2. Assess long term road and infrastructure repair funding.
 3. Maintain emergency equipment
 4. Conduct strategic assessment of General Fund revenue alternatives.
 5. Revisit long term strategies for Public Facilities.
 6. Invest in our human resources



Questions, comments, clarifications

Discussion:

Village Administrator John Downs presented a preliminary draft of Mokena's budget for the 2012 fiscal year.

Highlights of the draft budget were outlined through the use of a Power Point presentation, and included a brief review of prior Village Board directives. In addition, staff reviewed the proposed General Fund budget along with some aggregate budget data as well.

While the past several years have been a struggle, most economic indicators are beginning to show some signs of improvement. Mokena is still facing a significant amount of uncertainty regarding the sustainability of its economic recovery. Even more concerning is the possibility that Mokena could be subject to possible legislation that structurally decreases the municipal share of the Local Government Distributive Fund (LGDF).

Discussion Points Included:

- Mokena seems to be on the slow road to recovery with all major operating fund balances either showing improvement or holding steady.
- All current service levels will be remaining intact after several years of incrementally reducing expenditures and program delivery levels.
- Staffing levels are proposed to remain stable after two years of incremental reductions.

- This year's proposed budget includes two transfers from capital funds into major operating funds. Although unusual, recent economic times have repeatedly required many local governments to problem solve in ways many thought would never be necessary.
- Several emergency and priority fleet replacements are accounted for in the proposed budget. In addition, overdue computer and technology upgrades will be pursued along with needed facility repairs. A VHF radio and emergency siren re-banding effort is also accommodated for in the budget.
- Funds have been programmed to begin construction of the Village's wastewater treatment plant expansion during the 4th quarter of fiscal year 2012 (if needed).
- A 27th payroll is included in this year's budget.
- A 2.5% wage increase has been programmed for all employees.
- Mokena residents will see typical increases in refuse rates over the next year. Water and sewer rates are scheduled to remain stable for at least another year. However, rate adjustments for both water and sewer are on the horizon and Village staff will be spending a good portion of the next fiscal year analyzing this issue. Daily parking rates at Mokena's commuter parking lots will increase in October as previously discussed.
- Village staff is introducing only three program enhancements in the 2012 budget:
 - A universal webcast platform for mobile devices such as smart phones
 - A web-based crime reporting and mapping program for Mokena residents
 - A 24/7 medication drop-off facility at the Mokena Police Department

Forward Looking Issues to be Considered are:

1. Conduct mid-range utility rate assessment with rate increases likely in FY 13.....and beyond
2. Assess long-term road and infrastructure repair funding
3. Maintain emergency equipment
4. Conduct strategic assessment of General Fund revenue alternatives
5. Revisit long-term strategies for public facilities
6. Invest in human resource development

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 9:31 p.m.

**MEETING OF THE BOARD OF TRUSTEES REGULAR SESSION
11004 Carpenter Street, Mokena, Illinois 60448**

Session #011

June 13, 2011

CALL TO ORDER

Mayor Werner called the Regular Session of the Board of Trustees to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

Mayor Werner, the Board of Trustees and members of the audience recited the Pledge of Allegiance.

ROLL CALL/ESTABLISHMENT OF QUORUM

Clerk Patt called the roll and the following Trustees were present:

George Metanias
John Mazzorana
Jim Richmond
Don Labriola
Debbie Engler
Joe Siwinski

Also present were: Village Clerk Patricia Patt; Village Attorney Tiffany Gorman; Village Administrator John Downs; Assistant Village Administrator Kirk Zoellner; Police Chief Randy Rajewski; Finance Director Barb Damron; Public Works Director Lou Tiberi; Village Engineer Paul Pearson and Director of Economic and Community Development Alan Zordan.

DISCOVER MOKENA

Mayor Werner introduced Chan Le from Juicilicious. Mr. Le gave a brief presentation about his business located at 19070 S. Everett Blvd. #112. He specializes in fresh fruit drinks and offers free wi-fi internet. Anyone needing more information can call Chan at 708-478-1590 or visit the website www.juicilicious.com.

COMMUNITY CALENDAR

Clerk Patt presented the community calendar.

CONSENT AGENDA

Village Administrator John Downs presented (5) items on the Consent Agenda for the Boards approval. These items are strictly administrative in nature.

- a) Motion to grant approval to the Mokena Chamber of Commerce to conduct their annual Independence Day Parade on Monday, July 4, 2011; utilizing LaPorte Road from Schoolhouse to Wolf Road and Wolf Road from LaPorte to 192nd Street.
- b) Motion to authorize the issuance of a Public Fireworks Display Permit to Melrose Pyrotechnics, Inc. of Kingsbury, Indiana for the evening of July 4, 2011, based on their conformance with the requirements of the Village of Mokena Fireworks and Explosives Ordinance.
- c) Motion to approve Ordinance No. 2011-O-006 as it pertains to the Prevailing Rate of Wages and authorize the Village President and Village Clerk to execute the same.
- d) Motion to approve the Minutes from the May 16, 2011 Work Session.
- e) Motion to approve the Minutes from the May 23, 2011 Board Meetings.

Trustee Mazzorana made a motion to approve Consent Agenda Item 5 (a), (b), (c), (d) and (e) as depicted in the June 9, 2011 Request for Board Action prepared by the Village Administrator. Trustee Siwinski seconded.

AYES: (6) Engler, Metanias, Mazzorana, Richmond, Siwinski, Labriola
NAYS: (0)

Absent: (0)
Motion carried

FINANCE REPORT

Finance Director Barb Damron presented the final Bill List for June totaling \$578,030.21. She highlighted the following bill to be paid.

- \$ 44,675.00 ICS Healy-Ruff-Scada Project for the Lift Stations

Trustee Engler made a motion to approve the bill list in the amount of \$578,030.21. Trustee Metanias seconded.

AYES: (6) Engler, Metanias, Mazzorana, Richmond, Siwinski, Labriola
NAYS: (0)
Absent: (0)
Motion carried

APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS

Welcome Home 2011 Veterans Proclamation

Clerk Patt read a proclamation for Welcome Home 2011 Veterans.

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

N/A

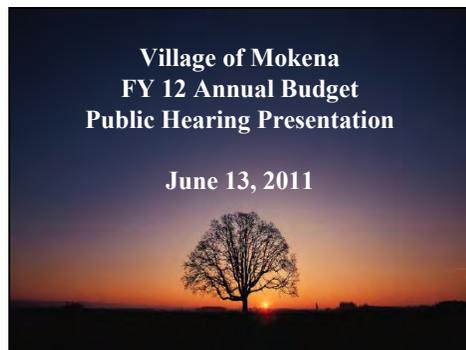
PUBLIC HEARINGS

Trustee Mazzorana made a motion to enter into a Public Hearing to discuss the proposed Village of Mokena FY '11/'12 Budget. Trustee Siwinski seconded.

AYES: (6) Engler, Metanias, Mazzorana, Richmond, Siwinski, Labriola
NAYS: (0)
Absent: (0)
Motion carried

Adoption of Fiscal Year 2012 Budget

Village Administrator Downs gave a presentation on the Mokena Fiscal-Year 2011/2012 annual budget.



Annual Budget Process

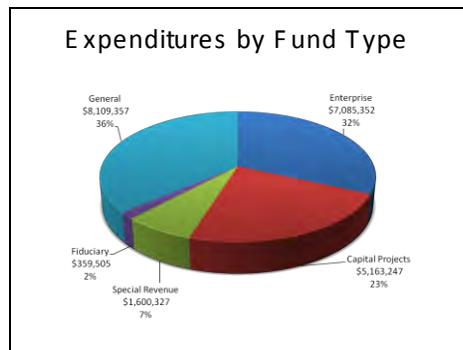
1. Begins in January
2. Several work sessions
3. Preliminary Draft
4. Public Hearing
5. Budget Adopted

Example budget Calendar

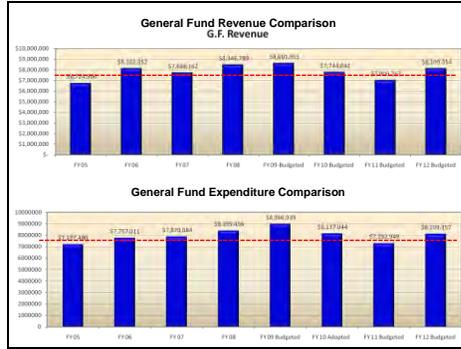
	JAN	FEB	MAR	APR	MAY	JUN
Present						
Public Hearing						
Final Draft						
Adopted						

Three components of a good budget process!

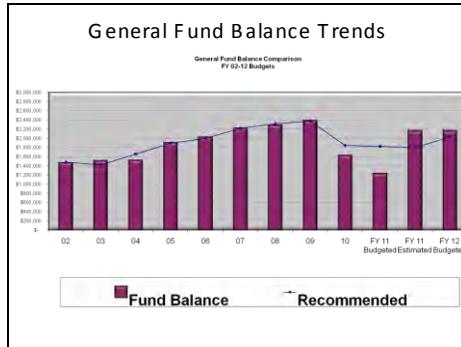
1. Good Information
2. Adequate Time
3. Balanced Environment



VILLAGE OF MORNEN FISCAL 2012 BUDGET SUMMARY OF ALL FUNDS					
Line Item	Original	Revised	Estimate	Fund Balance	Diff.
01 General	\$ 8,108,545	\$ 8,108,545	\$ 8,108,545	\$ 1,161,124	\$ 1,161,124
02 Audit	16,354	6,310	5,300	17,774	1,010
04 Performance Bond	743,732	50,150	405,150	408,732	(115,000)
05 Tourism	30,429	33,150	53,343	10,236	(20,153)
06 Special Tax Allocation	7,305	13,670	7,400	13,583	6,278
07 School Crossing Guard	26,851	24,792	24,387	27,376	425
08 Intergovernmental Contribution	202,142	536,128	292,341	208,554	(103,588)
09 Police Pension	10,347,217	1,543,305	305,585	11,531,017	1,163,800
11 Motor Fuel Tax	418,471	543,442	532,026	489,487	51,415
15 Refuse	112,304	1,146,454	1,146,636	111,982	(423)
16 Water & Sewer Operating	1,656,452	5,450,521	5,947,948	1,439,025	(197,427)
16 Encumbered Bond Pies	-	-	-	-	-
17 Municipal Parking Lot	26,088	266,555	265,588	30,375	3,087
18 Sewer System Capital Improv.	548,702	38,873	97,167	542,521	(7,181)
20 Water System Capital Improv.	887,454	256,188	771,000	382,641	(494,811)
21 Sewer Fleet Replacement	1,080,187	3,500	111,225	862,442	(1,007,985)
22 Plant Expansion	8,271,710	30,750	1,848,737	4,556,723	(11,845,087)
23 Capital Improvement, Repair and Replacement	4,101,513	1,818,365	2,335,176	3,384,730	(716,793)
TOTAL	\$38,987,588	\$18,835,620	\$22,317,788	\$ 26,475,420	\$12,442,168



	FY 11 Budget	FY 12 Budget	\$ Inc/(Dec)	% Change
Taxes	\$7,946,206	\$8,713,625	\$767,419	9.66%
Fines	\$291,500	\$238,000	(\$53,500)	(18.35%)
License/Permits	\$903,862	\$890,652	(\$13,210)	(1.46%)
Service Charge	\$6,913,470	\$7,030,669	\$117,199	1.70%
Grants/Service Ch.	\$296,872	\$296,347	(\$525)	(.18%)
Development/Transfers	\$759,700	\$1,136,165	\$376,465	49.55%
Other	\$993,740	\$1,530,162	\$536,422	53.98%
TOTAL	\$18,105,350	\$19,835,620	\$1,730,270	9.56%



	FY 11 Budget	FY 12 Budget	\$ Inc/(Dec)	% Change
Personal Serv.	\$7,848,430	\$8,306,107	\$457,677	5.83%
Commodities	\$1,427,297	\$1,511,663	\$84,366	5.91%
Contract Serv.	\$7,955,079	\$7,802,897	(\$152,182)	(1.91%)
Capital Outlay	\$3,722,627	\$3,525,806	(\$196,821)	(5.29%)
Other/Trans	\$669,000	\$1,171,315	\$502,315	75.08%
TOTAL	\$21,622,433	\$22,317,788	\$695,355	3.22%
27 th Pay Period			-\$227,000	
			\$468,355	2.2%

- General Fund Summary**
- Assumptions**
 - Moderate 1% growth for economy driven revenues
 - No changes to LGDF
 - Staffing and core services remain constant.
 - One time transfer (in) for deferred capital
 - 2.5% wage adjustment for all FT employees
 - Anxieties**
 - State's Fiscal Position
 - ✓ LGDF Structure
 - ✓ LGDF Timing
 - Maintaining fleet and emergency equipment
 - Aging condition of our municipal facilities
 - Fund balance levels moving forward.

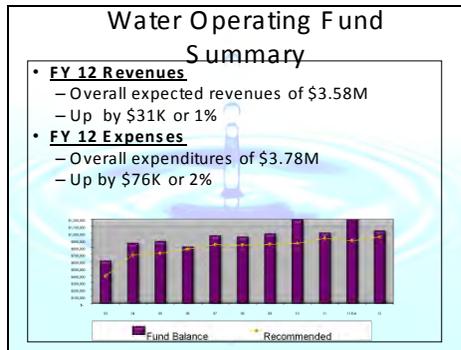


- Enterprise Funds**
- Water Fund
 - Sewer Fund
 - Parking Lot Fund
 - Refuse Fund

	Budgeted	Budgeted	Change	Change
	Fiscal '11	Fiscal '12	\$	%
Revenues				
Taxes	5,160,683	5,719,270	558,587	10.82%
Licenses	721,862	753,652	31,790	4.40%
Permits	182,000	137,000	(45,000)	-24.73%
Intergovernmental Revenue - State	20,837	18,879	(1,958)	-9.40%
Intergovernmental Revenue - Local	264,777	270,073	5,296	2.00%
Fines	293,500	238,000	(53,500)	-18.35%
Other Revenue	367,608	972,480	604,872	164.54%
Total Revenue	\$7,009,267	\$8,109,354	\$1,100,087	15.69%
Transfer in			-\$570K	-\$570K
TOTAL		\$7.54M	\$530K	7.5%

- Your Utility System is a big business and you own it!**
- Represent over \$34M in capital investment by our customers.
 - Combined is a \$5.67M annual business
 - Pump 650 +/- million gallons of water and treat similar volume of wastewater
 - Maintain 75 miles of water mains, 5 water storage facilities and 3 pumping stations.
 - Maintain regional WWTP and 12 lift stations
 - Serve over 6,600 customer accounts on a 24/7 basis.

	Budgeted	Proposed	Dollar	Percent
	Fiscal 11	Fiscal 12	Change	Change
Expenditures				
Personal Services	\$5,030,879	\$5,243,818	\$212,939	4.23%
Commodities	\$685,277	\$721,897	\$36,620	5.34%
Contractual Services	\$1,547,956	\$1,491,828	(\$56,128)	-3.63%
Capital Outlay	\$28,837	\$601,814	\$572,977	1986.95%
Other	\$0	\$50,000	\$50,000	N/A
G.F. Total Expenses	\$7,292,949	\$8,109,357	\$816,408	11.19%
27 th Pay period (net)		-\$164K	-\$164K	
Deferred Equipment		-\$570K	-\$570K	
Net Impact		\$7.38M	\$82K	1.1%



Sewer Operating Fund

- FY 12 Revenues**
 - Operating revenue of \$1.69M (stagnant)
 - Proposing a one time transfer of \$171K
 - Total revenue of \$1.86M
 - Up by \$170K or 10%
- FY 12 Expense**
 - Overall expenditures of \$1.86M
 - Up \$41K or 2.2%

Conceptual Road Program

Parking Lot Fund

250,000 +/- annual customers

- FY 12 Revenues**
 - Up \$48K or 19.5%
 - Total Revenues \$294K
 - \$25 daily fee increase in Oct.
- Expenditures**
 - Up by \$13.4K or 4.8%
 - Total expenditures are \$290K
- Fund Balance**
 - Should be \$72K
 - Estimated at \$31

- Fund Balance**
 - Should incrementally improve over next few years.
 - Another increase likely needed in 3-5 years.

(2)FY 2012 Infrastructure Maintenance

PROJECT	COST
Full Depth Patching	\$ 60,000
Curb Shotcrete	\$ 5,000
Sidewalks	\$ 35,000
Mudjacking (Sidewalks/Curbs)	\$ 7,000
Structural Street Light Repairs	\$ 15,000
Material Testing	\$ 6,000
Total	\$128,000

FY 12 Refuse Fund Summary

335,000 +/- served annually!

- FY 12 Revenue Summary**
 - Up \$34K or 3%
 - Total of \$1.14M
- Y 12 Expenditure Summary**
 - Up \$34K or 3%
 - Total of \$1.14M
- Y 12 Fund Balance**
 - Table at \$112K

Rate Adjustments @ 2.7%

- SF 40 cents per month
- TH 35 cents per month
- APT 28 cents per month

(3) Local Share of US 30 Improvements

Sidewalk/Bikepath	\$9.2K
Traffic Signal	\$32.2K
Utility Adjustments	\$27.6K
Lighting	\$209.8K
Total	\$278.8K

FY 12 Capital Spending

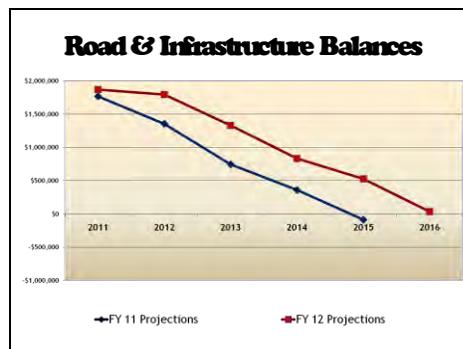
- Road/General Infrastructure Upkeep
- US 30 Improvements
- CN Buffering/Salt Storage Projects
- Fleet/Equipment Replacement
- Water and Sewer Capital
- WWTP Maintenance and Expansion

Road/Infrastructure Maintenance Program (with debt service)

	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16	Average
1. Miles	3.00	2.01	1.96	1.80	1.73	1.88	2.1 miles
Cost	\$679K	\$663K	\$682K	\$765K	\$682K	\$860K	\$721K
2. General Maint.	\$159K	\$128K	\$198K	\$173K	\$178K	\$183K	\$169K
3. Debt Service	\$707K	\$691K	\$703K	\$688K	\$697K	\$706K	\$699K
							\$1.59M Average

Road and infrastructure Program

- Local Road Program
 - Continues a shift in funding from MFT to 1/2% sales tax
 - Best program based on economic circumstance
- A similar shift in GF infrastructure maint.
- US 30 Improvements
 - Signal at Ridgemoor
 - Street lights
 - Bike Path
 - Sidewalks



(1)Local Road Program

Improvement Projects - 2011/12	Estimated Cost
April (Birch to Walnut)	\$46,169.71
April Ct. (April to End)	\$19,330.87
Birch (Cherry to Walnut)	\$71,809.40
Birch (Walnut to Unincorporated)	\$8,144.38
Park Avenue Birch to Park	\$13,458.85
Cherry St. (Willow to Birch)	\$86,748.97
Elm Ave. (Walnut to Cherry)	\$62,804.09
Elm Ave. (Walnut to Unincorporated)	\$19,953.73
Elm Ct. (Elm to End)	\$18,352.20
Walnut (Willow to Birch)	\$78,052.96
80th Ave Industrial Park (Entire Park)	\$130,975.82
Ring Road / Henry Dr (Hickory Creek to end)	\$107,366.47
Total:	\$663,167.45
2011/2012 Street Miles (Total) =	2.01

Other Projects

- CN Buffering=\$70K
- Salt Dome=\$210,000 (includes \$10,000 engineering fees)

IL Dept. of Commerce & Economic Opportunity Grant

Deferred Equipment/Facility Costs

EQUIPMENT	Estimated
Fleet Replacements	\$ 370,500
Radio Frequency (Re-Banding)	\$ 22,000
Equipment Replacements	\$ 46,600
Computer/Comm. Replacements	\$ 90,000
Facility Maintenance	\$ 39,550
TOTALS	\$ 568,650

FUNDING \$570K



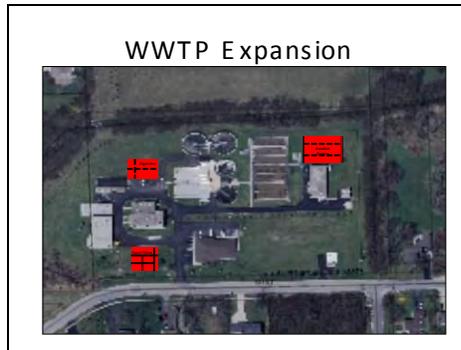
State's Owes You

\$540K

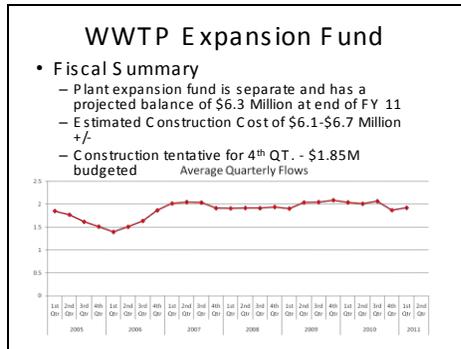
WWTP Repair/Replacement

Replacement Items	ESTIMATE FY12
AIR OPERATED DIAPHRAGM PUMP	\$1,900.00
THICKENED SLUDGE PUMP	\$13,400.00
BACK WASH WASTE PUMP	\$7,700.00
D.E. LOADING SCREW	\$3,300.00
KNIFE BLADE SET	\$6,325.00
REBUILD 100 HP MOTOR	\$1,800.00
AUTOCCLAVE-(LAB)	\$5,000.00
RAW PUMP	\$13,800.00
AIR COMPRESSOR (NON-POT SYSTEM)	\$8,000.00
TOTAL	\$61,225.00

- ### Options Considered
1. Defer for another year.
 2. Utilize GF balance reserves
 3. Issue debt
 4. Raise fees or taxes
 5. Utilize a capital reserve fund



- ### Selecting the Right Funding Source
1. Fund cannot be legally encumbered
 2. Fund cannot be practically encumbered without impacting other priority capital objectives.
 3. Fund must have adequate resources



- ### By using Water Capital Reserves
1. Emergency equipment can be replaced and facilities repaired
 2. GF balances will not be reduced.
 3. No borrowing or debt
 4. Taxes or utility fees will not be increased
 5. Your water system will continue to receive the same level of programmed improvements.

- ### Things that interest You!
- Household Budgets
 - Out of respect
 - Services
 - Debt levels and credit worthiness

FY 12 W&S Capital Summary

Summary		
	5 Year Budget Average	FY 12
Water Capital (Total)	\$1,200,558	\$771K
Sewer Capital (Total)	\$527,340	\$97K

WATER CAPITAL

- Revenue Assumptions: @\$245K per year for next several years.
- System improvements (\$111K)
- Transfer to GF (\$570K)
- Debt service transfer (\$50K)
- Consulting services for Oak Lawn Contract (\$20K)
- Contingency (\$20K)
- **TOTAL=\$771K**

SEWER CAPITAL

- Revenue Assumptions @ \$85K+/- per year for next several years.
- Engineering for reline FUTURE projects (\$23K)
- Sewer reline projects (\$54K)
- Contingency (\$20K)
- **TOTAL=\$97K**

Household Budgets?

1. Slight increase in refuse rates 35-40 cents per month
2. Daily commuter lot increase of 25 cents
3. Water and sewer rates remain stable

“Out of respect” Senior Discounts 65+

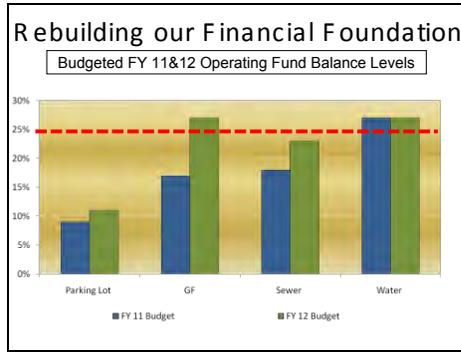
- Approximately \$24 in refuse discounts
- A maximum of 2 free vehicle stickers equaling \$26
- Up to approximately \$50 per household
- Thank You!!!

Military Fee Waiver
Waiver of water/sewer, refuse and vehicle sticker fees for qualifying Mokena households

4TH of July Celebration



Thank you Pipefitters Local 597



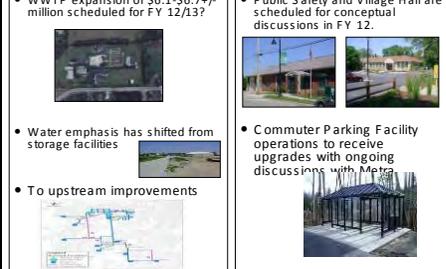
Service Improvements

1. Medication drop off program
\$200
2. Mobile device web cast platform
\$1,200
3. Web based crime mapping
\$3,600



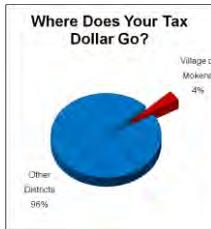
Status of Your Facilities

- WWTP expansion of \$6.1-\$6.7+/- million scheduled for FY 12/13?
- Public Safety and Village Hall are scheduled for conceptual discussions in FY 12.
- Water emphasis has shifted from storage facilities
- Commuter Parking Facility operations to receive upgrades with ongoing discussions with Metra
- To upstream improvements



Property Taxes and Service

Where Does Your Tax Dollar Go?



How much of your tax bill is generated from us?

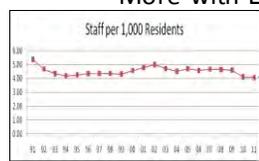
Home with Market Value +/-	Taxes Levied by Village +/-
\$250,000	\$169
\$300,000	\$203
\$350,000	\$236
\$400,000	\$270
\$450,000	\$304
\$500,000	\$338

Uncertainties of Tomorrow

1. The Poor Financial condition of our State
2. Sustainability of our economic recovery
3. Long term local road maintenance
4. Final Water Supply Terms with Oak Lawn
5. Sewer collection and treatment costs
6. Status of our municipal facilities

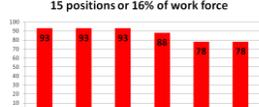
More with Less?

Staff per 1,000 Residents

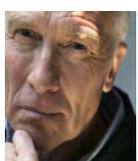


4 FT employees per 1000 residents

Reduced Staffing
15 positions or 16% of work force



Our customers will judge us!



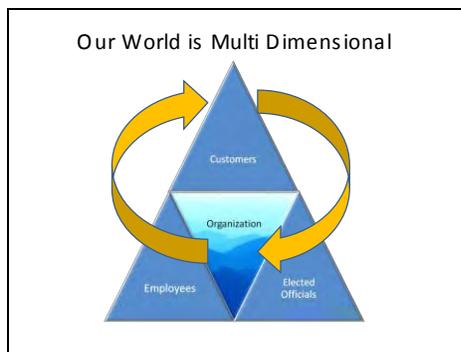
Framing Future Discussion Points

1. Conduct mid-range W&S rate assessment
2. Assess long term road and infrastructure repair funding.
3. Conduct strategic assessment of General Fund revenue alternatives.
4. Revisit long term strategies for Public Facilities.

Debt Levels on the Decline!

- FY 12
- \$691K- Roads
- \$697K-Lake water
- \$135K- Front Street
- AA+ Rating
- Debt Savings
- \$450K

Per Capita Long-Term Debt

Wrapping it up!

1. Rebuilding our financial Foundation
2. Status of Your Municipal Facilities
3. Uncertainties of Tomorrow
4. Framing future policy topics

Questions, comments, clarifications

Thank you to all that helped us navigate through some very rough seas.



The following is a summation of key points addressed by Administrator Downs.

- Overall revenues are expected to be \$19.8 million, representing a \$1.7 million (or 9.5%) increase.
- Overall expenditures are expected to be \$22.3 million and represent a \$658K (or 3.2%) increase.
- Major operating fund balance levels are anticipated to show signs of improvement while spending on pre-scheduled capital projects will decrease overall fund balance levels by \$2.4 million.
- Current service and staffing levels are remaining intact after several years of incrementally reducing expenditures and program deliverables.
- Several (previously deferred) emergency and priority fleet replacements are accounted for in the proposed budget.
- Overdue computer and technology upgrades will be purchased along with needed facility repairs.
- A Federally-required VHF radio and emergency siren re-banding effort is also accommodated for in the budget.
- Approximately \$1.8M has been programmed to begin construction on the Village's wastewater treatment plant expansion.
- Just over 2 miles of local roads will be repaved along with normal infrastructure maintenance activities including curbs, sidewalks, and street lights.
- Daily commuter parking rates will increase by 25 cents in October accompanied by several improvements to the commuter parking lots.
- Monthly refuse rates will increase slightly by 2.7% in August while water and sewer rates will remain constant.
- A back-up "emergency" water main connection with Tinley Park is programmed.
- The three following customer service enhancements are also included in the adopted budget:
 - A free 24/7 medication disposal drop-off service will be provided at the Police Department on Front Street later this summer.
 - Web-based Village Board meeting broadcasts will be expanded so more mobile devices can access videos of meetings.
 - A web-based crime reporting and mapping program will be available to the public by January 1, 2012.

The following are uncertainties or areas of concern as seen by Administrator Downs.

- The Poor Financial condition of our State
- Sustainability of our economic recovery
- Long term local road maintenance
- Final Water Supply Terms with Oak Lawn
- Sewer collection and treatment costs
- Status of our municipal facilities

The following are key topics Administrator Downs recommended that the Village Board address during FY 12.

- Conduct mid-range W&S rate assessment
- Assess long term road and infrastructure repair funding.
- Conduct strategic assessment of General Fund revenue alternatives.
- Revisit long term strategies for Public Facilities.

Mayor Werner asked if there were any questions or comments from the public or the Board.

Residents Jose and Tyrone inquired about the Crime website program. Chief Rajewski explained that it would be up and running no later than January 2012 and provided general details about the program (which is still being developed).

Resident John Murphy inquired about the effects the Village incurred due to the reduction in forces impacting police staffing levels. Chief Rajewski and Administrator Downs explained the process of how reductions did not impact the number of officers in the patrol structure.

Mayor Werner asked again if there were any questions from the public or the Board. No one from the public or the Board spoke or requested to speak.

Trustee Siwinski made a motion to close the public hearing. Trustee Mazzorana seconded.

AYES: (6) Engler, Metanias, Mazzorana, Richmond, Siwinski, Labriola
NAYS: (0)
Absent: (0)
Motion carried

Trustee Engler made a motion to approve Ordinance No. 2011-O-007, an ordinance adopting the Mokena Annual Budget for the Fiscal Year 2011/2012 and authorize the Village President and Village Clerk to execute the same. Trustee Metanias seconded.

The Board concurred that a great job was done on the annual budget.

AYES: (6) Engler, Metanias, Mazzorana, Richmond, Siwinski, Labriola
NAYS: (0)
Absent: (0)
Motion carried

Mayor Werner thanked the Board and Staff for a fine job on the budget and also to the residents for having the confidence in their Village Board.

OLD BUSINESS

Municipal Fee Ordinances

Finance Director Damron presented to the Board that the adoption of the ordinances attached to their packets will maintain the Village's current fee structure with regard to all licenses and fees. The only increases are in the tap-on fees. The tap-on fees are scheduled to increase 3.5% (\$362 for FY '12) each year through Fiscal 2012, this schedule was adopted during the Fiscal 2008 budget process and is therefore not technically an issue with this ordinance. The licenses and fees covered under the attached ordinances include; vehicle, liquor, business, food, tobacco, gas pumps, proprietor's, amusement device, and water and sewer rates. Another evaluation of all the licenses and fees will be conducted during the budget process for Fiscal 2013 to determine whether or not rates will need to be increased. These ordinances do not include the refuse rates, since those are modified by contract.

Trustee Mazzorana made a motion to adopt Ordinance No. 2011-O-008, an ordinance pertaining to vehicle licenses and to authorize the Village President and Village Clerk to execute same. Trustee Siwinski seconded.

AYES: (6) Engler, Metanias, Mazzorana, Richmond, Siwinski, Labriola
NAYS: (0)
Absent: (0)
Motion carried

Trustee Siwinski made a motion to adopt Ordinance No. 2011-O-009, an ordinance pertaining to license terms and fees and to authorize the Village President and Village Clerk to execute the same. Trustee Engler seconded.

AYES: (6) Engler, Metanias, Mazzorana, Richmond, Siwinski, Labriola
NAYS: (0)
Absent: (0)
Motion carried

Trustee Engler made a motion to adopt Ordinance No. 2011-O-010, an ordinance pertaining to municipal water and sewer fees and to authorize the Village President and Village Clerk to execute the same. Trustee Metanias seconded.

AYES: (6) Engler, Metanias, Mazzorana, Richmond, Siwinski, Labriola

NAYS: (0)
 Absent: (0)
 Motion carried

Fiscal Year 2011 Budget Amendments

Finance Director Damron presented to the Board that the proposed amendments are a statutory requirement as the result of two funds exceeding their aggregate appropriated amount due to additional costs. The Village Board reviewed the proposed amendments at its May 23, 2011 work session and agreed that the amendments were appropriate and in keeping with the best interests of the Village.

The proposed ordinance amends the aggregate budget in two operating funds. The table below illustrates the funds proposed for amendment:

Summary Fiscal Year 2011 Budget Amendments			
Fund Name	Budgeted Amount	Proposed Amendment	Reason/Funding Source
IMRF/FICA/MC Contribution Fund	\$534,225	\$550,000	Additional costs (costs associated with salary increases for organized labor agreements)/Fund balance
Municipal Parking Lot Fund	\$277,168	\$282,000	Additional costs (costs associated with salary increases for organized labor agreements)/Fund balance

Amendments of this nature are normally proposed at the end of each fiscal year.

Trustee Mazzorana made a motion to approve Ordinance No. 2011-O-011 amending the Mokena Annual Budget for Fiscal Year 2010-2011 and to authorize the Mayor and Village Clerk to execute the same. Trustee Siwinski seconded.

AYES: (6) Engler, Metanias, Mazzorana, Richmond, Siwinski, Labriola
 NAYS: (0)
 Absent: (0)
 Motion carried

Commuter Parking Improvements Waiver of Bidding Requirements

Assistant Village Administrator Kirk Zoellner presented to the Board that earlier this year, the Village Board approved a parking lot improvement program for Mokena's commuter lots and an increase in the daily fee charged at the lots from \$1 to \$1.25. Improvements are to be implemented later this summer, with the daily fee increase put in place after these enhancements have been installed for the benefit of customers using the lots.

Improvements include the replacement of a total of thirteen aging and deteriorated pay boxes at the Front Street, Village Hall, and Hickory Creek lots and the replacement of four shelters at the Hickory Creek lot.

Village staff is recommending the Village Board waive bidding requirements for the purchase of the pay boxes and the shelters as provided for by State Statute and the Village's Purchasing Manual. This waiver will enable the Village to purchase the pay boxes from a single source vendor specified by Metra, and more importantly, to install standardized equipment meeting the needs of Mokena's fees-paying commuters.

State statute allows municipalities to waive the bidding requirement for public works projects exceeding \$20,000 by a vote of two-thirds of the Trustees elected.

The Village's Purchasing Manual further prescribes acceptable reasons for the waiver of bid requirements, including 1) when only one vendor is available, and 2) in cases where equipment standardization is necessary.

The Village has traditionally purchased replacement pay boxes (as needed—generally replacing one or two at a time) for all of Mokena's commuter lots from a single vendor. These pay boxes are distributed through a company called The Parking Zone and have characteristics meeting Metra's equipment standard specification for pay boxes.

Because only one real vendor for the Metra-specified pay boxes is available, and because equipment standardization is necessary, Village staff is recommending the Village Board waive bidding requirements for purchase of the pay boxes.

Brasco International of Detroit, Michigan, manufactures 6' x 18' passenger waiting shelters which will match existing shelters in Mokena's commuter lot system. Purchasing the shelters from Brasco will meet the Village's need for equipment standardization and ensure aesthetic homogeneity at all of Mokena's lots.

Metra often uses Brasco for shelter replacements. Village staff solicited price quotes from Brasco and three other vendors suggested by Metra and found Brasco to have the lowest cost (both on a per unit and total cost basis), therefore ensuring that waiving the bidding requirement in this case would still be the most economical decision.

In the interest of ensuring the purchase and installation of equipment standardized to meet the current and future needs of Mokena's commuter lots, and for the equipment components to function well together technically, Village staff recommends waiving the bidding requirement for both the pay boxes and the shelters.

Trustee Engler made a motion to waive bidding requirements for reasons of a single source vendor, and to provide for equipment standardization, for the purchase of thirteen pay boxes for \$37,283.43 directly from The Parking Zone and four shelters for \$39,980.00 directly from Brasco International. Trustee Metanias seconded.

AYES: (6) Engler, Metanias, Mazzorana, Richmond, Siwinski, Labriola

NAYS: (0)

Absent: (0)

Motion carried

NEW BUSINESS

N/A

PUBLIC COMMENTS

Karen Balata from Aileen Avenue along with her husband and neighbors addressed the Board about graffiti along the Metra tracks. They were seeking guidance or some sort of response from the Village. Chief Rajewski replied that patrols have been stepped up and are also asking residents for their help if they see anything unusual to please report it.

VILLAGE ADMINISTRATORS COMMENTS

Village Administrator Downs asked Economic and Community Development Director Alan Zordan to provide an update on pending development projects.

Economic and Community Development Director Alan Zordan presented the Pending Development Schedule and announced new businesses in the Village.

Mr. Zordan gave a preview of businesses in the Old Mill Pond development located at the intersection of 187th and Wolf Road.

Administrator Downs reminded residents that vehicle stickers are due on vehicles by June 30th. Village hall will have special hours Saturday, June 25th from 9 a.m. until 12 p.m.

Public Works Director Lou Tiberi announced that Mid America Tree & Landscape has generously donated 7 ground planters and 25 hanging baskets along Front Street and 200 various flats of flowers that have been planted throughout the Village. Also, Bernardins Landscaping has generously donated 50 flats of flowers and spruced up the landscaping around the Village's Welcome signs.

TRUSTEE'S COMMENTS

Trustee Richmond encouraged residents to please make a phone call to the Police Department should they see anything unusual.

Trustee Engler sent her condolences out to the Olivieri family of Homer Glen for the loss of their son that was serving in Iraq. She reminded college students that scholarship applications are still available and are due by June 24th. She also attended Willow Street Dance Theatre's recital on Saturday and thanked Ms. Donna for a great job she does with the students.

Trustee Metanias sent a message out to the vandals of graffiti the past two weekends that they will eventually be caught. He thanked staff for a great job on the budget and is looking forward to the Chamber of Commerce Golf Outing on Wednesday.

Trustee Mazzorana thanked the public works department for their assistance with last week's heavy rainfall. He gave a special thanks to the Pipefitter's Local 597 for their donation toward this year's 4th of July Fireworks display.

Trustee Labriola wished all father's a Happy Father's day. He shared some good news about Frankfort Township expanding their Senior Housing development and announced that Walgreen's now delivers prescriptions.

Trustee Siwinski commented on the budget and thanked staff for the great job they have done. He also commented on the vandalism and encouraged residents to keep their eyes and ears open and report it to the police department.

CLERK'S COMMENTS

Clerk Patt congratulated Mayor Werner on winning Municipal Leader of the year award. She also encouraged residents to volunteer their time to the community.

MAYOR'S COMMENTS

Mayor Werner commented on a fine meal he had at the newly opened Peppermill Restaurant and encouraged residents to try them. He is pleased to see that new businesses are still coming to Mokena and credited the Chamber of Commerce for being a leader in bringing in the businesses. He announced that a soldier is coming home to Mokena on Friday, June 24th and provided some of the details of escorting him home. He provided details about the 4th of July festivities that will take place on Monday, July 4th and personally thanked the Pipefitter's Local 597 for their generous donation.

ADJOURNMENT

Trustee Siwinski made a motion to adjourn the Regular Session at 9:46 p.m. Trustee Labriola seconded.

AYES: (6) Engler, Metanias, Mazzorana, Richmond, Siwinski, Labriola

NAYS: (0)

Absent: (0)

Motion carried

Respectfully submitted,

Joseph W. Werner, Mayor

ATTEST:

Patricia Patt, Village Clerk