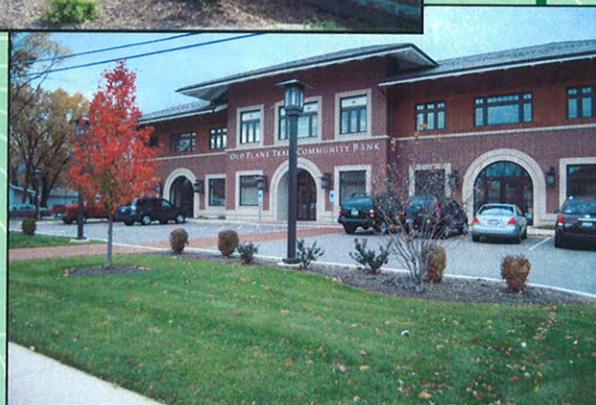
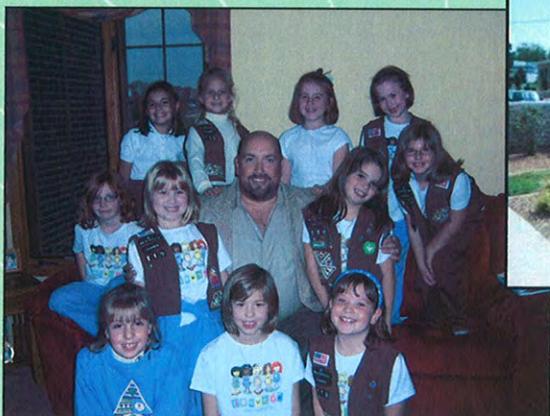




Village of Mokena



FY 11 BUDGET

VILLAGE OF MOKENA

PROPOSED ANNUAL BUDGET

July 1, 2010 - June 30, 2011

ELECTED OFFICIALS

JOSEPH W. WERNER, Mayor

PATRICIA C. PATT, Clerk

DEBBIE ENGLER, Trustee

DONALD D. LABRIOLA, Trustee

JOHN J. MAZZORANA, Trustee

JANE MCGINN, Trustee

GEORGE J. METANIAS, Trustee

JOSEPH M. SIWINSKI, Trustee

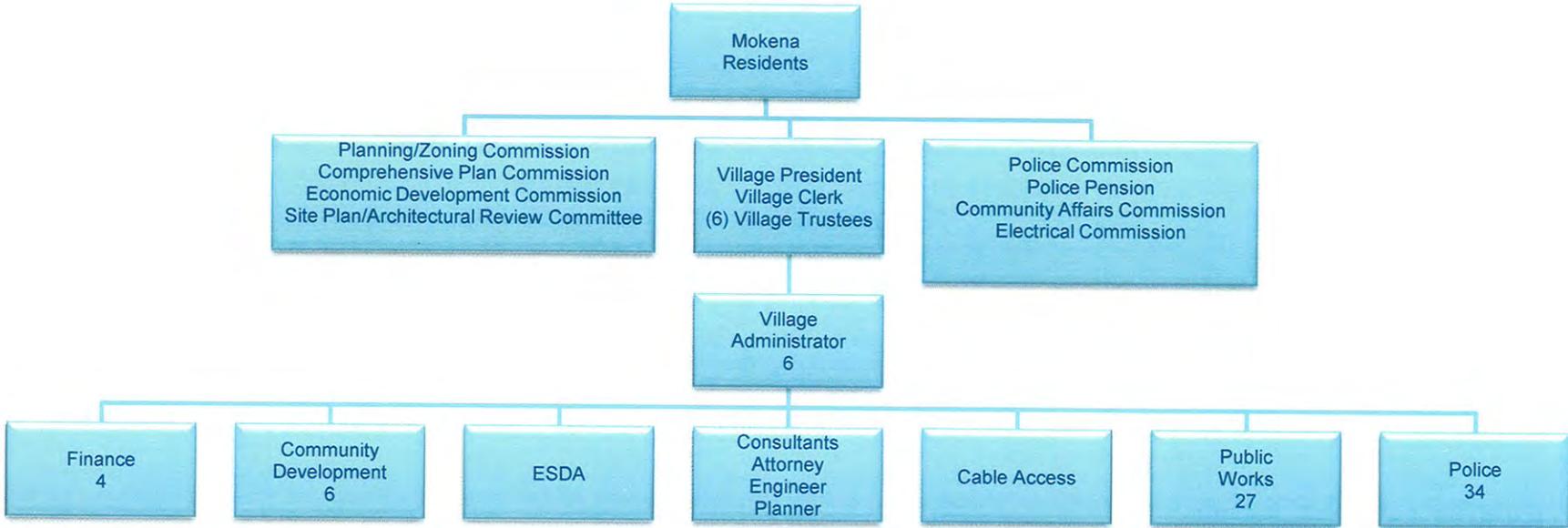
**Village Administrator
JOHN DOWNS**

**Finance Director
BARBARA A. DAMRON**

**Presented to Village Board
June 28, 2010**

Village of Mokena

Fiscal '11 Organizational Chart



77 Full Time Employees

\$21,622,433 FY '11 Appropriation

VILLAGE OF MOKENA

ANNUAL BUDGET 2010-11

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VILLAGE OF MOKENA

ANNUAL BUDGET 2010-11

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June 28, 2010

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 2010/2011

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

The recessionary condition of our national/regional/state economy has placed a new set of problems at the doorstep of most Local Officials. In Illinois, local budgetary problems are compounded by not only the recession, but the serious fiscal condition of the State Government. A combination of these two issues has resulted in the need for Mokena policymakers to regularly and incrementally address revenue shortfalls throughout the entire fiscal year. While efficiently managing most of our locally funded operations (such as Mokena's water and sewer enterprise funds), the General Fund is in serious condition to say the least. Although a number of measures have been taken to address this situation over the past several budget cycles, the future remains unknown. As such, the Village Board is faced with a continuing challenge to further reduce General Fund expenditures to a level that can be structurally supported by reliable revenue sources.

WHAT HAPPENED?

The financial collapse of economy-driven revenues, such as state use, income and sales taxes, occurred faster and more severely than most anyone anticipated. Considering all the lessons learned from this recession, I believe this may be the most important one to remember! During the Spring of 2009, a forecasted income tax decline of about 3% was widely accepted and utilized during budget preparation by many of us. By late last summer, the Illinois Municipal League adjusted state use and income tax forecasts based on more current data available from the

Illinois Department of Revenue. Many of us grimaced when we found that state use and income taxes were (at that time) running 12-15% behind the prior year as opposed to much more moderate forecasts previously anticipated. Compounding all of this was the loss of retail purchasing power associated with a decline in statewide income levels. Although every municipality's sales tax receipts are generated within their own corporate boundaries, I believe the decline of income earnings most likely impacted sales tax revenues in most communities far more than originally anticipated when already leaner budgets were being adopted in the spring of 2009.

FY 11 BUDGET PROCESS STARTED LAST FALL!

Regardless of a community's size, most of us saw this as a dramatic and unprecedented revenue decline to encounter only a few months into our budget cycles. In many cases, financial forecasts were no longer accurate or meaningful. This revenue shortfall was so severe that many communities began making serious budget adjustments only a few months into their fiscal years. These budget adjustments were often necessary to offset mounting cash flow problems. Mid-year budget adjustments became an increasing focus of Mokena Policymakers throughout almost all of FY 10. As the recession worsened and the State of Illinois became more delinquent with regard to redistributing Local Government Distributive Funds ("LGDF"), cost cutting measures to deal with this dilemma were implemented throughout the year. These measures initially focused on reducing all categorical budget outlays, delaying capital spending, renegotiating vendor arrangements, along with more moderate measures such as recycling of supplies and materials. Once these measures were implemented, the focus turned to reducing personnel costs. Layoffs were implemented, an early retirement/health care waiver incentive program was adopted along with a first time ever employee health care premium sharing program. In addition, two full-time positions became vacant due to natural attrition and were not filled during FY 10.

Mokena's approach to the current year budget stretches across all operational categories, departments and operations. Even though the majority of Mokena's budget problems have been focused on the General Fund, all of the four major operating funds are expected to be well below

budget by the end of the current year. Below is an example of our budget reduction efforts during the past year from an organizational perspective.

Operating Fund	FY 10 Budgeted Expenditures	FY 10 Anticipated Expenditures	FY 10 (Difference)	Percentage (Difference)
General Fund	\$8,137,044	\$7,461,949	(\$675,095)	(8.3%)
Water	\$3,643,859	\$3,419,639	(\$224,220)	(6.15%)
Sewer	\$1,775,961	\$1,644,535	(\$131,426)	(7.4%)
Parking Lot	\$275,526	\$262,421	(\$13,105)	(4.76%)
TOTAL	\$13,832,390	\$12,788,544	(\$1,043,846)	(7.55%)

More directly to the point; while the economy continued its downward spiral, we acted quickly and with careful thought as to how we could deal with the ongoing revenue declines.

FY 11 FROM A MACRO PERSPECTIVE

Revenues

With no exceptions, all major revenue categories should see a decline in the upcoming year. Below is a table which summarizes the proposed revenue estimates for FY 11.

	FY 10 Budget	FY 11 Budget	\$ Inc/(Dec).	% Change
REVENUES				
Taxes	\$8,804,059	\$7,946,206	(\$857,853)	(9.74%)
Fines	\$347,000	\$291,500	(\$55,500)	(15.99%)
License/Permits	\$924,500	\$903,862	(\$20,638)	(2.23%)
Service Charge	\$7,107,880	\$6,913,470	(\$194,410)	(2.74%)
Grants/Trans.	\$310,328	\$296,872	(\$13,456)	(4.34%)
Development	\$1,271,250	\$759,700	(\$511,500)	(40.24%)
Other	\$1,126,425	\$993,740	(\$132,685)	(11.78%)
TOTAL	\$19,891,442	\$18,105,350	(\$1,786,092)	(8.98%)

As can be seen, overall revenues are anticipated to be down (\$1.78M) or almost (9%) with the largest categorical decline in tax revenues of (\$858K).

Expenditures

Similar to the revenue side of the budget, all categorical operating expenditures are being reduced in the proposed FY 11 budget. However, capital outlay is programmed to increase as we are budgeting to finalize the administration of a pending IDOT payout for the LaPorte Road project. The table below summarizes the proposed spending levels by aggregate categories.

	FY 10 Budget	FY 11 Budget	\$ Inc/(Dec).	% Change
EXPENSES				
Personal Serv.	\$8,291,237	\$7,848,430	(\$442,807)	(5.34%)
Commodities	\$1,483,258	\$1,427,297	(\$55,961)	(3.77%)
Contract Serv.	\$8,099,989	\$7,955,079	(\$144,910)	(1.79%)
Other/Trans	\$818,500	\$669,000	(\$149,500)	(18.27%)
Capital Outlay	\$2,146,215	\$3,722,627	\$1,576,412	73.45%
TOTAL	\$20,839,199	\$21,622,433	\$783,234	3.76%
LaPorte Road Close out		-\$1,895,629		
ADJUSTED TOTAL	\$20,839,199	\$19,726,804	(\$1,112,395)	(5.34%)

As can be seen, overall expenditures are estimated to increase by \$783K or about 3.76%. Although overall budget reductions are being recognized in all operating categories, the capital cost of closing out the LaPorte Road Project with IDOT inflates the overall budget significantly. The above table also represents the **ADJUSTED TOTAL** (excluding LaPorte Road) which indicates that overall spending would be down (\$1.11M) or 5.34%.

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 11.

OVERALL FISCAL STATUS			
	Actual FY '09	Anticipated FY '10	Proposed FY '11
Beginning Balance	\$31,579,136	\$28,424,931	\$28,926,621
Revenues	19,499,611	18,765,761	18,105,350
Expenditures	22,653,816	18,264,071	21,622,433
Ending Balance	\$28,424,931	\$28,926,621	\$25,409,538

The proposed FY 11 Budget should see aggregate fund balances decrease by approximately (\$3.5M). This decrease will result from a combination of two key factors including (1) Carryover capital projects for LaPorte Road and other projects and (2) Fund balances being utilized to offset revenue shortfalls in most operating funds.

THE FINANCIAL AND OPERATING STATUS OF THE VILLAGE OF MOKENA

Having provided a very basic overview of the proposed FY 11 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.

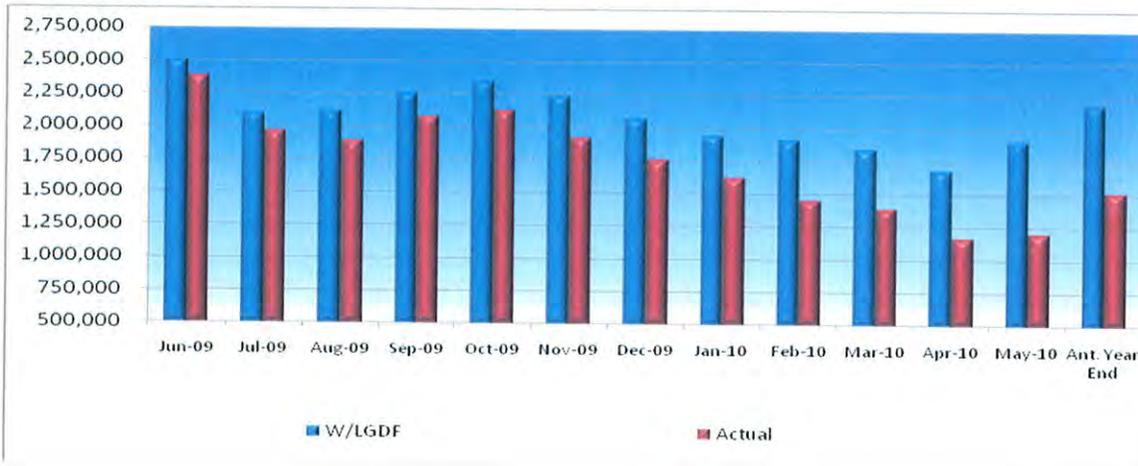
(1) MAJOR OPERATING FUND BALANCES (General, Water, Sewer & Parking Lot)

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. The current economic downturn has proven that these fund balances are not only valuable, but also provide some much needed time for Policy Makers to seek rational and incremental solutions to tough economic problems. The current economic climate has proven the value of maintaining adequate balances in the major operating funds. The challenge which lies ahead is keeping these balances in order although at lesser (but reasonable) levels compared to past practice.

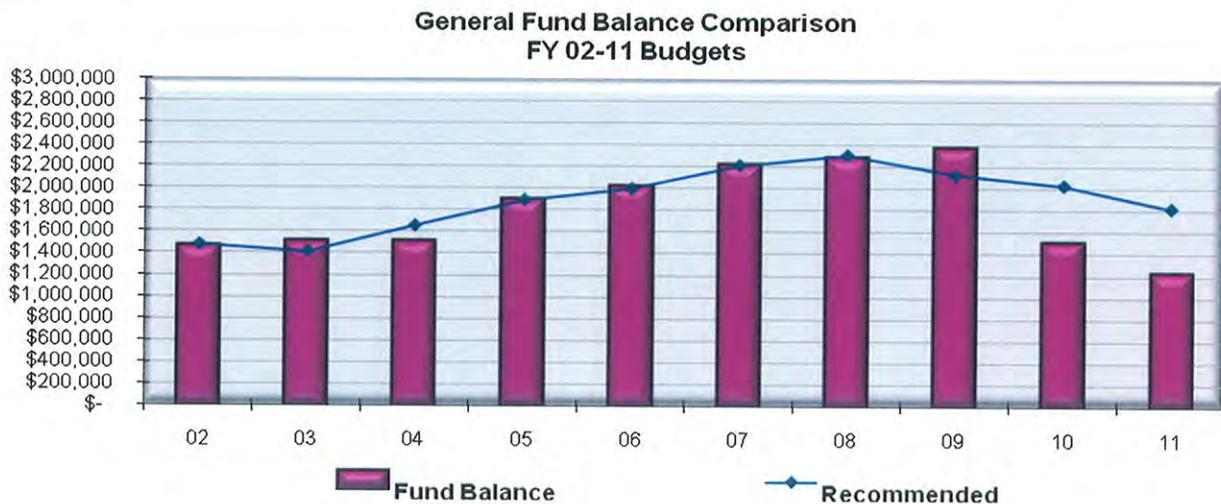
GENERAL FUND

FY 10 turned out to be a unique year for almost all of the Village’s major operating funds with the General Fund being under the most revenue pressure. As the economy failed and the State became more delinquent in LGDF payments, the GF balance fell on a monthly basis. The graph below represents the GF monthly balance with/without LGDF payments being made in a timely manner by the State. After decades of timely and predictable LGDF payments to Municipalities, the State fell behind anywhere from 4-5 months over the past year. These amounts ranged anywhere from \$500-\$700K throughout latter half of FY 10.



As can be seen in the graph above, if the State were timely with their payments, the year end GF balance would be well above \$2M as opposed to the \$1.5M expected level. Below is a graph

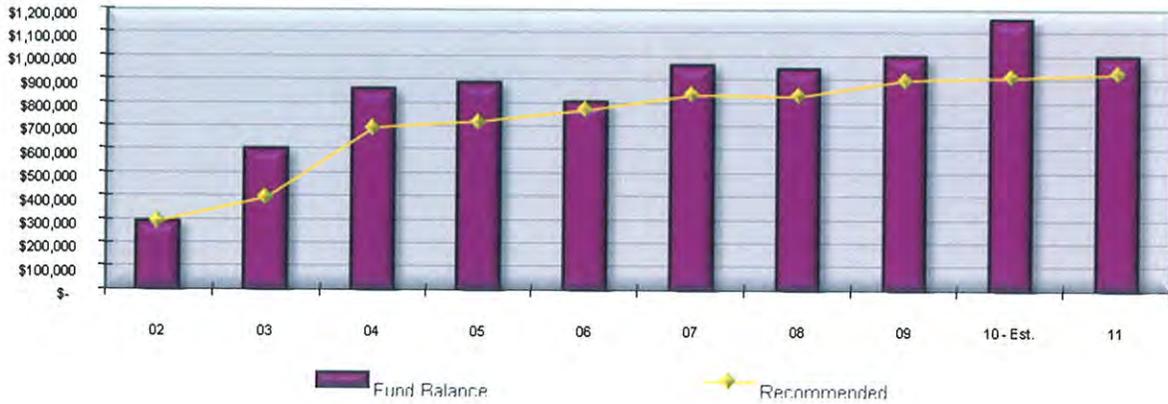
which exhibits these balances over the past decade. As can be seen, it is only in the past year that Mokena has fallen significantly below target levels. Given the unforeseen issues we face, anticipated general fund balances could shrink even further than projected during FY 11.



WATER FUND

Mokena’s water enterprise fund is now a \$3.7 million public business. When combined with the sewer fund, these two operations represent over \$5.5 million in annual expenditures to operate and maintain a \$34M asset owned by our customers. When Lake Michigan water was first obtained by Mokena, we promised that the \$3.96/1000 water rate would remain stable for five years after its delivery. We kept our promise, but faced significant operational increases since that time and have been required to increase water rates over the past several budget cycles. Combined, Mokena’s upstream water suppliers have increased water rates by a total of \$.75/1000 gallons over the past several years. The increased cost of purchasing water combined with other inflationary operating increases required us to previously adjust water rates to account for these increasing expenditures. The proposed FY 11 budget does not include any further water rate increases. However, Mokena water customers will likely see rate adjustments in the future as the

cost to purchase water and operate the system continues to increase. Below is a chart that depicts water enterprise fund balances over the past several years.

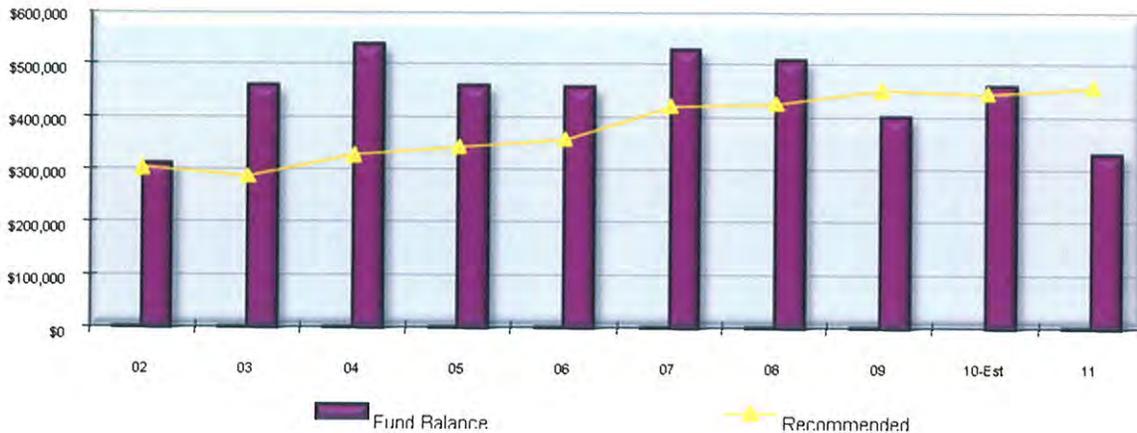


As can be seen from the chart above, the water enterprise fund balance is expected to be just above the target level of 25% at the end of FY 11.

SEWER FUND

The sewer enterprise fund is a \$1.82M annual business and like the water fund requires an adequate revenue stream to properly maintain the system. The sewer operating fund has been greatly impacted by Mokena’s slowing residential growth trends along with the effects of continued deduct meter installations and seasonal weather trends. Sewer billable volume has remained relatively flat over the past several year period 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 resulting in less revenue than previously anticipated. The combination of these factors previously led to several rate increases. However, no increases are anticipated in FY 11.

While significant cost containment in FY 10 led to solid fund performance and a higher than anticipated fund balance, revenue stress moving forward will result in a less than desirable fund balance at the end of FY 11.



As can be seen from the chart above, the sewer operating fund balance is anticipated to be approximately 18% at the end of FY 11.

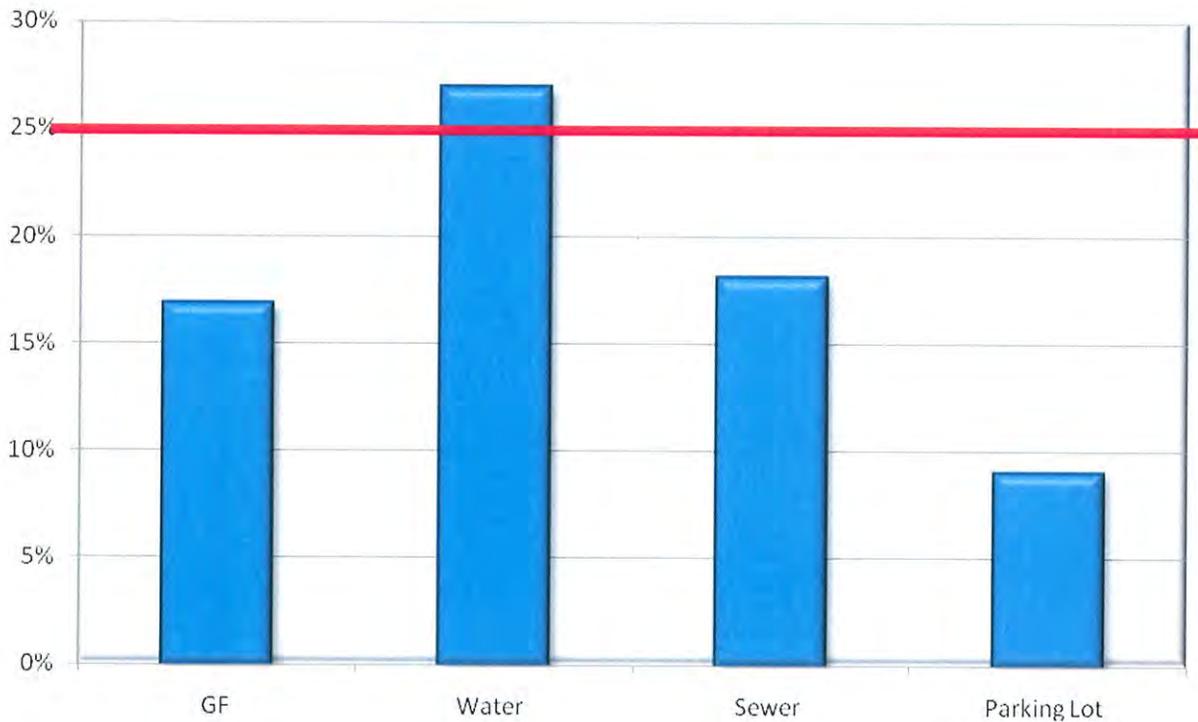
PARKING LOT FUND

Mokena operates four separate commuter parking lots with over 1,400 spaces. This fund generates revenue from those people 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 decline by (\$26K) below the prior year's budgeted levels and is off 15-20% from several years ago. 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 economy will require a parking rate increase in the very near future. The proposed FY 11 fund balance is expected to fall to \$25K or only about 9% of the overall operating budget.

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. This year alone has resulted in a strategic use of several operating fund balances as a means to incrementally work through this budget dilemma. Although cost cutting has been pursued on all levels, we have utilized fund balances as a calculated revenue offset in many cases. The problem we now face is maintaining

these balances at adequate (but lesser) levels moving forward. As can be seen below, three of the Village's four major operating funds are expected to fall below the 25% threshold in FY 11. This trend is alarming given the fact that cost containment and budget cutting has been conducted simultaneously along with utilizing these fund balances to offset revenue declines. Needless to say, the economy is taking its toll on almost every major operating fund as seen below. The lone exception at the current time is the water operating fund.



(2) CAPITAL RESERVES

The Village has developed a structured system to accumulate and earmark capital reserve funds over the years. 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 10 & FY 11.

CAPITAL RESERVE FUND BALANCE			
Fund	Begin FY ‘10	Begin FY ‘11	Ending FY ‘11
Water Capital	\$531,991	\$774,974	\$879,916
Sewer Capital	1,073,963	895,499	625,571
Sewer Plant Replacement	1,136,075	1,098,506	1,023,526
Sewer Plant Expansion	6,204,937	6,446,837	6,308,837
Capital Imp., Repair, Replacement	7,425,372	6,840,960	3,856,053
Totals	\$16,372,338	\$16,056,776	\$12,693,903

The previously referenced table depicts that at the conclusion of FY 11 the Village should possess \$12.7M for future capital projects. This is a decrease of approximately (\$3.36M) in capital reserves from the end of FY 10. This aggregate reduction is primarily linked to reprogramming several “roll over” projects from prior years (more specifically “close out” of the LaPorte Road project with IDOT). In addition, adequate funds have been budgeted to complete the CN Buffering Project. Overall, the Village’s capital reserve funds are in solid order with approximately ½ of the FY 11 ending balance (or \$6.3M) being held for the future expansion of the Village’s wastewater Treatment plant (“WWTP”) which we anticipate being pursued over the next few years.

(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. Last fiscal year 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 as well during FY 09. 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. Below is a summary of last year’s refinancing efforts affiliated with these two debt issues.

Refinanced Debt

- **S&P Report on Mokena**
 - Participation in the deep and diverse Chicago metropolitan area economy
 - Very strong wealth and income levels
 - Strong financial operations with strong cash reserves
 - Moderate overall debt burden

Moody's	Standard & Poors
Aaa	AAA
Aa1	AA+
Aa2	AA
Aa3	AA-
A1	A+
A2	A
A3	A-
Baa1	BBB+
Baa2	BBB
Baa3	BBB-

1. 3 Step Upgrade for Mokena!
2. Debt service reduced due to upgraded credit worthiness!

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. This agreement provides for Mokena and New Lenox 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

FY 2010/2011 Budget Message

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.



After reaching a high of over \$1.7K per capita in FY 05, the Village's per capita debt levels began to decline. 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 11, 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. This statement is verified through Standard & Poors recent debt rating improvements and favorable overall view of the Village's Management practices.

(4) OPERATIONAL EFFICIENCIES

Monitoring the financial health of an organization must include a broader spectrum than analyzing operating/capital balances as well as overall debt. The operational efficiencies of an organization can provide insight into whether the organization’s operating culture is prepared for the challenges of the future. The ability to meet increased service demands through reliance on worker productivity as well as improved management techniques has a significant impact on the cost of local government borne by the Residents of the community. 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

	1990/1991	2010/2011	3% rate of inflation
F.T. Employees/1000 Residents	5.38	4.05	-
Municipal tax rate/\$100 E.A.V.	\$.61	\$.18	-
Water Rate/1000 Gallons	\$1.15	\$4.96*	\$5.17
Sewer Rate/1000 Gallons	\$2.40	\$3.60	\$4.46

*** 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 previously 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. Below is a chart which represents our staffing levels/1,000 residents over the past 25 years.



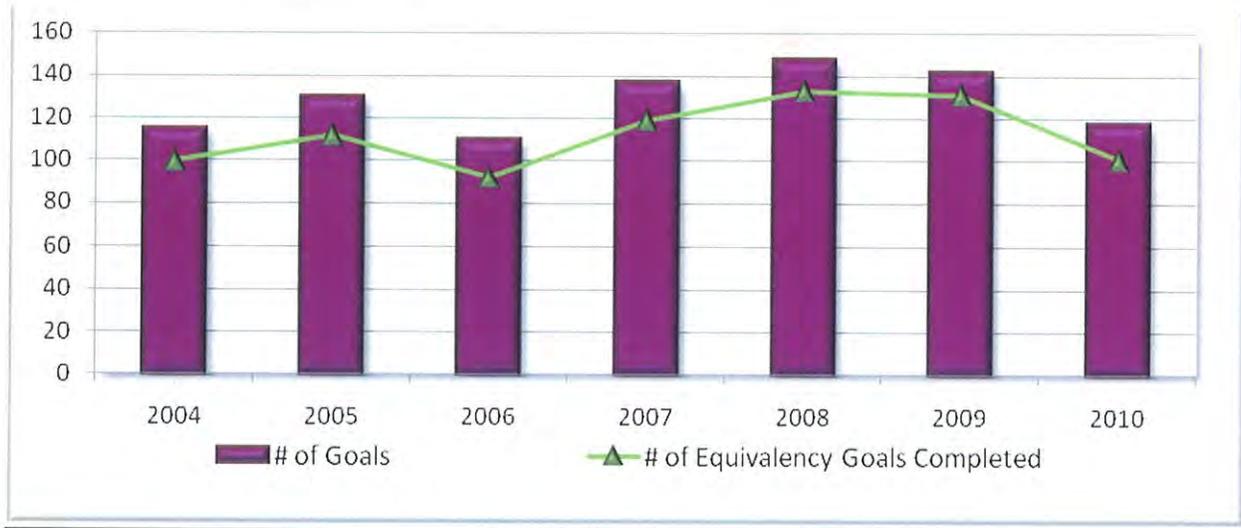
(5) GOAL COMPLETION PERFORMANCE

Annually, the Village of Mokena publishes various goal statements and objectives as an integral part of the budget process. These goals are 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 10 and over the past seven years. Goal completion rates during this time ranged consistently from 84-92%.

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

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

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



FY 11 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 (5.34%) decrease in aggregate personal service costs (\$442,800).
- Includes a reduction in General Fund forces of (2) full time sworn Police Officers and (2) full time Street Maintenance workers.
- Maintains previous layoffs from FY 10.
- Assumes a wage freeze for all employees in FY 11.
- Assumes a 10% health care premium contribution by all Mokena Employees.

(2) PROGRAMS

- Provides for web based video streaming of Board meetings. \$10.2K
- Provides for GASB45 actuarial service. \$3.5K
- Provides for the removal and replacement of dead trees within the Village easements. \$15.8K

FY 2010/2011 Budget Message

- Provides for Clean-Up Day program. \$2.6K
- Provides for mosquito abatement program. \$15.8K
- Provides for aquatic weed control. \$27.2K
- Provides for maintenance of Crystal Creek 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. \$7.6K
- Provides for Beautification Awards program. \$1.7K
- Provides for the wildflower/tree planting program. \$.4K
- Provides for economic incentive agreement obligations. \$291.1K

(3) EQUIPMENT

- Provides for (3) mobile data terminals in PD. \$20.8K (grant funded)
- Provides for upgrade to Forestview lift station panel. \$14K
- Provides for SCADA for the lift stations \$84K
- Provides for meter reading equipment upgrade. \$39.85K
- Provides for replacement of Digest Blower at WWTP. \$2.86K
- Provides for replacement of Raw Waste Pump at WWTP. \$13.2K
- Provides for replacement of Rooftop Air Handler at WWTP. \$5.17K
- Provides for replacement of Unit Heater at WWTP. \$2.4K
- Provides for replacement of D.E. Mixer at WWTP. \$5.5K
- Provides for replacement of Electric Blower at WWTP. \$1.1K
- Provides for Rebuilding of BOD Incubator at WWTP. \$4K

(4) PROJECTS/DEBT SERVICE

- Provides funding for principal and interest payments for downtown debt service. \$131.7K
- Provides funding for annual full depth and Wolf Road patching projects. \$80K
- Provides funding for annual sidewalk and other concrete rehabilitation project. \$45K
- Provides for striping of crosswalks, streets and intersections. \$8K
- Provides for erosion control at Lake Lawn \$15.K
- Provides funding for the FY 11 road maintenance program in lieu of MFT project. \$650K
- Provides for Village wide leak survey. \$17K
- Provides for cleaning and televising sanitary sewers \$10K

FY 2010/2011 Budget Message

- Provides for principal and interest payments on debt service for lake water improvements. \$367.7K
- Provides for contractual obligation to New Lenox for the Village's share of the IEPA low interest loan for lake water. \$226K
- Provides for contractual obligations to Oak Lawn for lake water. \$275K
- Provides funding for future lake water joint system repair costs. \$35K
- Provides for sanitary manhole repairs \$3.5K
- 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. \$10K
- Provides for seal coating and striping the Hickory Creek Commuter Parking lot. \$26.4K (re-appropriated)
- Provides for engineering of emergency disconnect with Tinley Park. \$18.75K
- 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 in Sewer Plant Expansion. \$412K (re-appropriated)
- Provides for contractual obligation to Tinley Park for oversizing the water main on LaPorte Road for lake water. \$96.9K
- Provides for lake water joint system maintenance contingent repair costs shared by Mokena and New Lenox. \$20K
- Provides for principal and interest payments on debt service for road improvements. \$705.3K
- Provides for design engineering and ROW for Schoolhouse Road. \$40K (re-appropriated)
- Provides for US/ 30 improvements local share. \$183K
- Provides for 50% local share of Townline/Francis signals. \$105K
- Provides for Owens Road – EJ&E crossing improvements close out. \$52K (Re-appropriated)
- Provides for EB to SB right hand turn lane at Wolf & LaPorte Roads. \$137K (re-appropriated)
- Provides for the close out of the LaPorte Road project with IDOT . \$1.895M
- Provides for planning and noise mitigation along the CN Rail line adjacent to Mokena. \$334K
- Provides for Mokena share of 80th Avenue and 191st Street intersection design. \$16K

BUDGET SUMMARY

The Village's overall revenues are anticipated to decrease approximately (9%) or (\$1.8M). The Village's overall expenditures are anticipated to increase by 3.7% or \$783K. Economic factors continue to place significant stress on almost every budgetary category and operation. While we have pledged to operate your Municipal Government within the means provided, that task is becoming increasingly difficult.

FISCAL IMPACTS ON CUSTOMERS

The proposed budget will have relatively insignificant impacts on the household budgets of Mokena Residents. The inflationary index adjustment for refuse rates will increase monthly costs for garbage by \$.31 to \$.34 (or about \$4+/- per year). 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. The proposed budget does require developers and builders to pay approximately 3.5% or \$350 more for water/sewer connection fees per residential unit along with a similar pro rated increase for non-residential connection fees as well.

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. Hereafter, I will outline some of these issues for the Community to evaluate.

Local Road System Maintenance

Your local road system is aging and will require significant investment in the future. Several difficult winters have left the Motor Fuel Tax ("MFT") fund in poor fiscal condition and will require us to utilize the ½% sales tax fund for the entire road repair program for the second straight year in FY 11. Although this year's program will provide almost 2.5 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. In addition, these funds have provided adequate resources to share local expenses for IDOT and County road projects.

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 2011. Oak Lawn is considering system improvements and also searching for a means to fund such improvements. Upstream water rate increases totaling almost \$.75/1000 gallons have been passed onto us over a recent three year period. It is likely that trend will continue in the future. 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 fund balances are expected to fall below that of targeted rates. 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. This will of course require a combination of adequate revenues and prudent management of these systems.

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?**

- ◎ Represent 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
- Serve over 6,600 customer accounts on a 24/7/365 basis.



The Status of Our Capital Facilities

We still face some capital needs which are being logically addressed through sound planning and fiscal management. The Village's water and wastewater infrastructure systems are in solid condition. Based on the nature of the Village's budgeting philosophy, a pending expansion of the WWTP should be funded through development related fees previously collected and escrowed for these planned purposes. In fact, the proposed budget appropriates \$412K to complete the engineering design of the pending WWTP capacity expansion. It is possible that the next

capacity expansion will take place in the FY 12/13 timeline and is estimated to be \$5.8-\$6.3M (for which cash reserves exist).

With regard to the Village's water system, future water storage improvements are being delayed until the economy accelerates. The slower economy is producing less tap on revenues utilized to fund these improvements but also "peak consumption" demands are flattening as well. At this point, additional water storage improvements are not imminent.

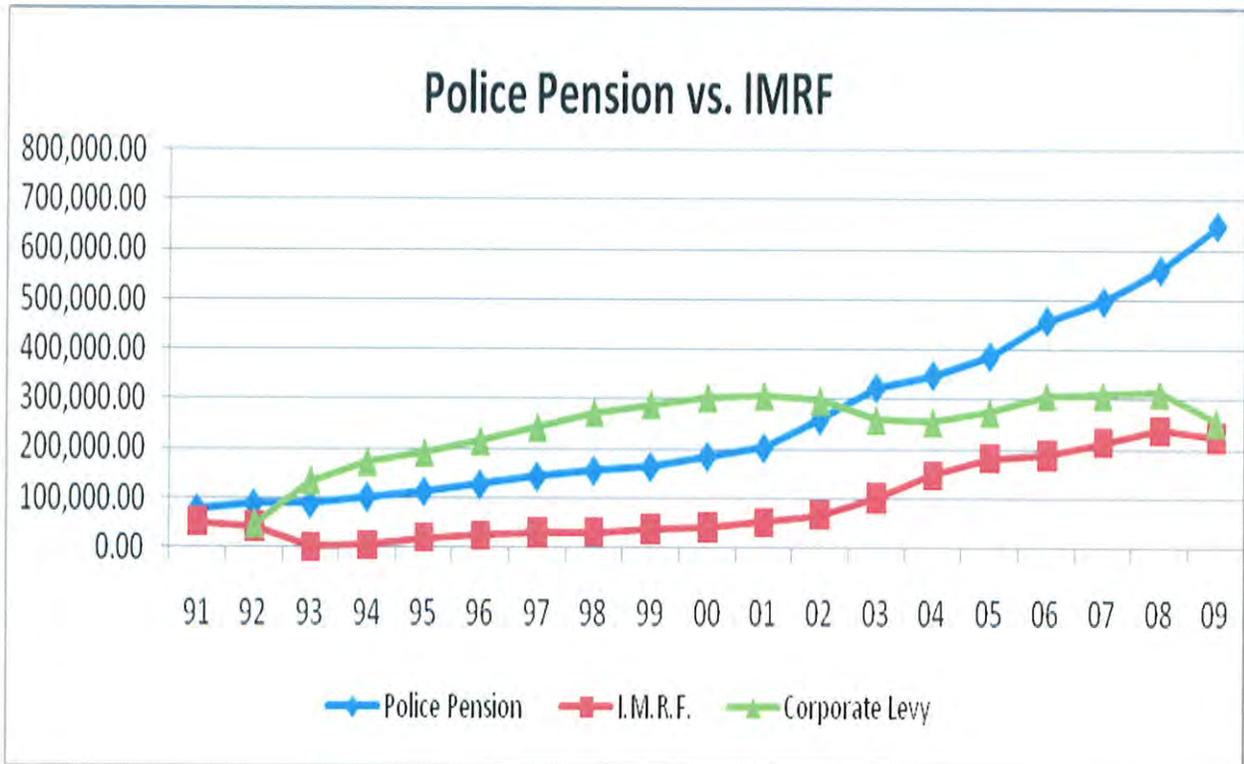
After previously securing a 3.5 acre site for a new Public Safety Facility, the Board will eventually be making schematic design decisions about the site layout, floor plans and building layout. The economy's downturn has reshaped the Village Board's focus toward budget and service adjustment measures in lieu of discussions regarding the now delayed future of a Public Safety Facility. A similar situation exists with regard to the Village Hall assessment. A technical comparison of rehabilitating the current Village Hall versus constructing a new facility on the current site will be determined at some point in the future. Due to the economy, there will not be any significant discussion of funding or physically advancing either of these projects in the near future.

The Village's Commuter Parking Lot enterprise fund now accounts for a \$275K public business. Like many other private/public businesses, a noticeable reduction in revenues occurred over the past several years. The revenue decline accompanied by three severe winters have combined to create stress on this operation. As a result, I recommend that a longer term operational assessment of this fund be conducted in FY 11 with the potential for a parking rate adjustment being considered. Mokena's current daily rate of \$1 has been intact for approximately two decades and no longer generates adequate revenue for us to manage our commuter parking lots in the years ahead. Based on the condition of the fund and loss of revenue due to the economy, a parking fee increase will be needed in the near future.

Pension Obligations

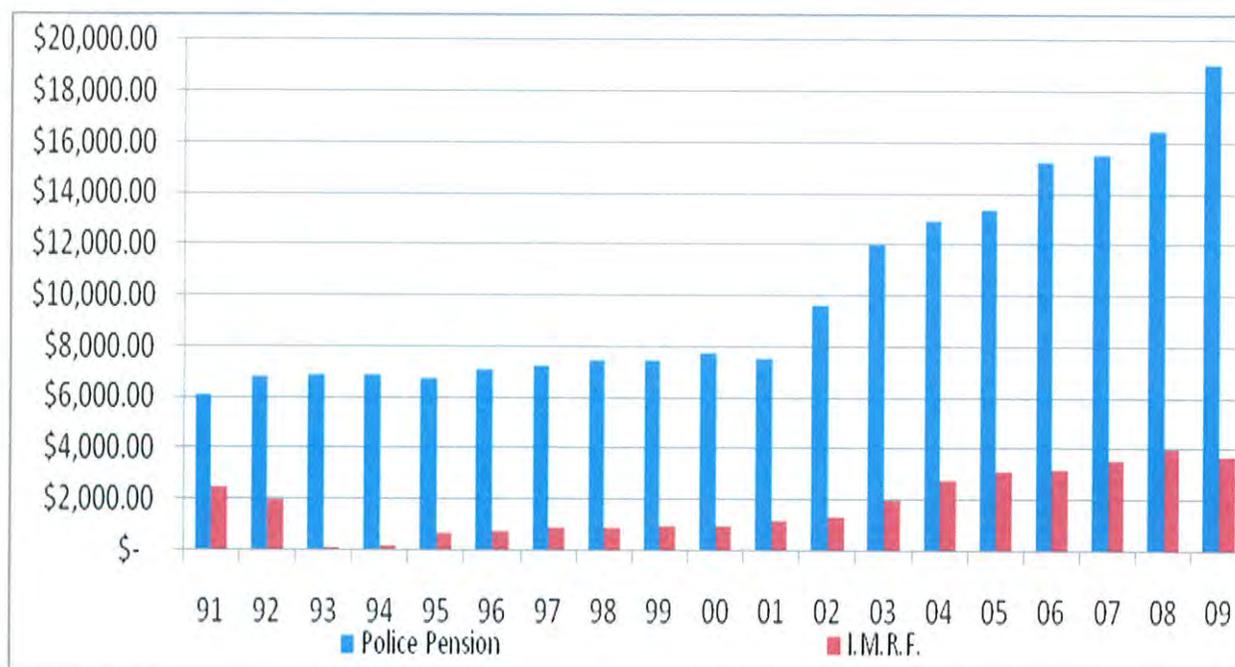
Mokena like most municipalities in Illinois is required to partially fund pension obligations for employees that will eventually retire. We have two retirement programs which employees and

Mokena contribute into on a regular basis. The Illinois Municipal Retirement Fund (“IMRF”) and the Downstate Police Pension Fund (“DPPF”) provide retirement benefits as prescribed by State Statute to all Mokena Full Time Employees once they become vested within their retirement systems. The IMRF is managed and administered through a pooled program while DPPF’s are managed locally by independent Pension Boards. The Village annually levies taxes on property values to raise adequate funds to make the employer contribution into both IMRF and DPPF. These contributions are based on a set of actuarial assumptions designed to ensure that adequate resources are available to deliver pension benefits to the hard working men and women upon their retirement. The graph below shows the amounts of money levied by the Village over the past two decades to fund these retirement obligations.



The above graph indicates tax levy trends for not only the two pension funds, but the corporate levy as well. As can be seen, the police pension levy amounts have increased significantly over the past several years while the IMRF levy increases have been far more moderate. Since the Village’s aggregate tax levy amount (total annual levy) is capped by law, any increase in one levy

category often requires a reduction in another levy category. The Village's corporate levy (which provides revenue for the GF) is actually less than it was 10 years ago. Increases in the pension levies were offset by either a stable or declining corporate levy amount. When the economy was growing and economy-driven revenues were on the rise, other tax sources such as sales and income taxes were utilized to meet increased operating and capital costs in the GF. However, as economy-driven revenues have declined significantly, there has been more pressure on the corporate levy to produce revenue to fund GF basic operations. As we move forward, this is yet another area that will need to be carefully considered. Below is a chart providing comparisons of the annual levy amount per active employee in both the IMRF and DPPF.



As can be seen, the current per employee levy amount for the DPPF is approximately \$19K while the IMRF levy amount is slightly less than \$4K.

Assumptions and the proposed FY 11 Budget

This budget has been prepared with a series of assumptions like no other Mokena Budget over the past 20 years. These assumptions include budget forecasts regarding the LGDF, wages and health care premium cost sharing for employees. This budget assumes that the State will not fall

behind further than 6 months in redistributing the LGDF, all Mokena wages will be frozen at FY 10 levels and that all Mokena employees will be contributing 10% toward their health care premiums. All three of these assumptions are integral to this budget being delivered as proposed and our overall financial position not deteriorating more than forecasted. However, we do not control the fate regarding the State's financial position and have two organized labor agreements that will not be finalized until some time after this budget has been adopted during FY 11. Although we may adopt a budget with certain assumptions regarding wages and health care contributions, we will negotiate and bargain the terms of our organized labor agreements in good faith. Until those agreements are finalized, it is impossible to forecast with any great degree of confidence what those outcomes will be. One thing is quite clear to me as your Chief Budget Officer. If we do not recognize some of the key assumptions made in the formulation of this budget, other measures will be necessary to accommodate any contrary financial conditions we may encounter. Lastly, this budget does not include any GF contingency appropriations similar to those we have traditionally utilized. I would also anticipate that we will be revisiting the proposed budget early and often throughout 2011 as things progress.

“IT’S SURVIVAL”.....SO MAKE THE BEST OF IT!

Realizing there is absolutely nowhere to run or hide from this economic downturn is the first necessary component to developing a budgetary “survival plan.” Yes times are bad, the future is uncertain and in many cases our constituents are getting tired of hearing about it and want action! Sure no one wants bad things to happen, but now more than ever before, we as leaders need to develop, implement and remain committed to structural and long-term solutions in dealing with these difficult times.

This premise works much better when common models exist to assist policy makers with their decision making. The rather rapid progress of the recession accompanied by the implosion of State Government in Illinois have left many local leaders with the responsibility to “break their own ground” during these unprecedented times. 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. Even during these difficult times, Mokena Policy makers have been afforded all three of these decision making components. Since last fall when it became clear that our economy was going to continue its decline, the Mokena Village Board has been making incremental and informed decisions to reduce budget costs. While doing so, the Board was able to measure the likely impacts of these budget reductions on our customers and rationally cut costs which have the least negative service or program impacts. Ultimately, we must keep our customers (the taxpayer and resident) in the forefront as we provide them services and programs at the best levels possible.

Thanks to everyone that participated in this budget process!

The proposed 2010/2011 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, and Siwinski who were of significant assistance as they guided Staff through the consensus building process. This year's budget process included numerous Work Sessions in which budget issues were deliberated in great detail. These work sessions were always well attended with solid policy participation by the Elected Officials and staff. Since the development of this document has been a team function and represents the coordinated efforts of all employees and Elected Officials, it would be appropriate to thank each and every one of you.

This year's budget process started last September with cost cutting measures in all areas. Along the way, difficult decisions regarding people and their livelihoods were made in the best interests of the Village's financial condition and our ability to deliver the most with the resources

FY 2010/2011 Budget Message

available. During these conditions, everyone focused on basic services and doing the best job they could on a daily basis. All policy recommendations provided for the Board of Trustees have been the culmination of Mokena's management team carefully analyzing numerous budgetary components. Although at times the past year has been complex, I commend those who have made difficult decisions for the best interests of our customers. Mokena's supervisory and line personnel have also played a large part in our ability to accommodate ongoing budget reductions and maintain service levels. Dozens of people come to work each and every day looking for ways to do more with less while keeping a positive attitude toward our customers. I think we owe all of these great people a word of thanks for their dedication and energy during this difficult time.

In Closing.....

It is with a great degree of anxiety I present this year's budget. The execution of the budget will require difficult decisions which impact the lives of valued employees, trim service levels along with delaying some expenditures for needed equipment replacement. While we continue working toward fiscal stability and maintaining the best service levels affordable, the horizon is very unclear. I have attempted throughout the past year to inform the Board and Public regarding our situation and will continue to openly discuss news which is pertinent to our constituents. I urge all Mokena Residents to stay informed as we proceed through the next phase of our economic recession. Although unpleasant, it is the best approach in my opinion.

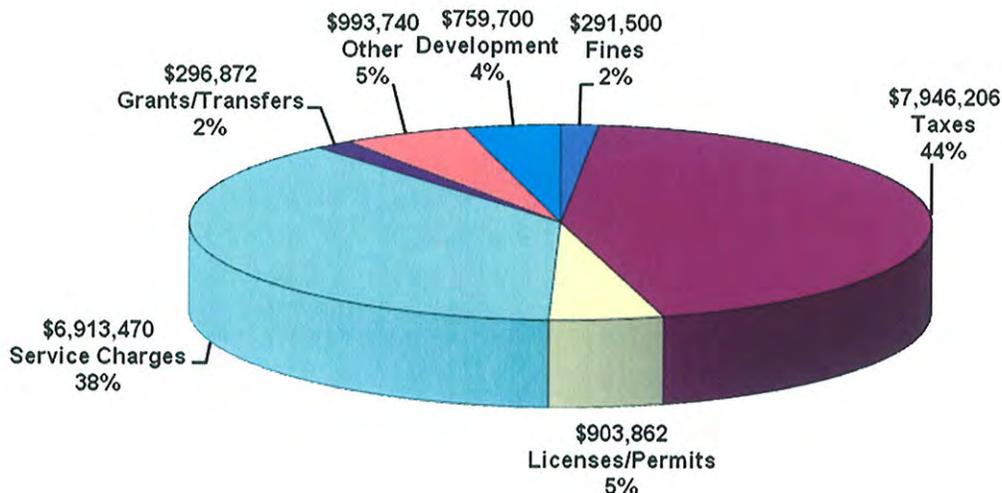
Respectfully submitted,

John Wesley Downs
Village Administrator/Chief Budget Officer
Village of Mokena

BUDGET SUMMARY

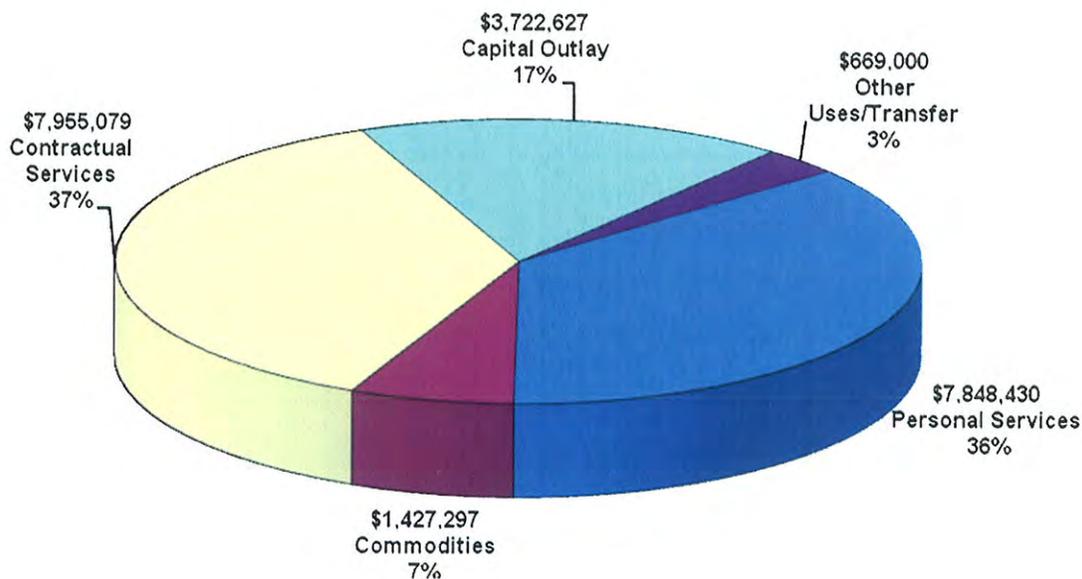
The total revenues for FY '11 are estimated to be \$18,105,350. Illustrated by the Pie Chart found below, one will be able to see the breakdown of revenues for the entire budget as indicated by major category.

TOTAL REVENUES



The total estimated expenditures for FY '11 are \$21,622,433. 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 2011 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	\$ 1,516,648	\$ 7,009,267	\$ 7,292,949	\$ 1,232,966
02	Audit	16,301	7,135	8,527	14,909
04	Performance Bond	609,232	74,000	404,000	279,232
05	Tourism	47,480	40,300	53,492	34,288
06	Special Tax Allocation	1,394	2,778	2,778	1,394
07	School Crossing Guard	24,270	24,495	23,842	24,923
08	IMRF/FICA/MC Contribution	275,339	553,126	534,225	294,240
09	Police Pension	8,370,012	987,811	265,732	9,092,091
11	Motor Fuel Tax	243,204	472,826	426,808	289,222
15	Refuse	98,185	1,112,491	1,112,629	98,047
16	Water & Sewer: Operating Encumbered Bond Res.	1,612,038 - -	5,248,423 - -	5,531,228 - -	1,329,233 - -
17	Municipal Parking Lot	55,742	246,516	277,168	25,090
19	Sewer System Capital Improv.	895,499	92,138	362,066	625,571
20	Water System Capital Improv.	774,974	263,692	158,750	879,916
21	Sewer Plant Replacement	1,098,506	9,250	84,230	1,023,526
22	Plant Expansion	6,446,837	294,000	432,000	6,308,837
23	Capital Improvement, Repair and Replacement	6,840,960	1,667,102	4,652,009	3,856,053
Totals		\$28,926,621	\$18,105,350	\$21,622,433	\$25,409,538

GENERAL FUND BUDGET SUMMARY

REVENUE

Current FY '10

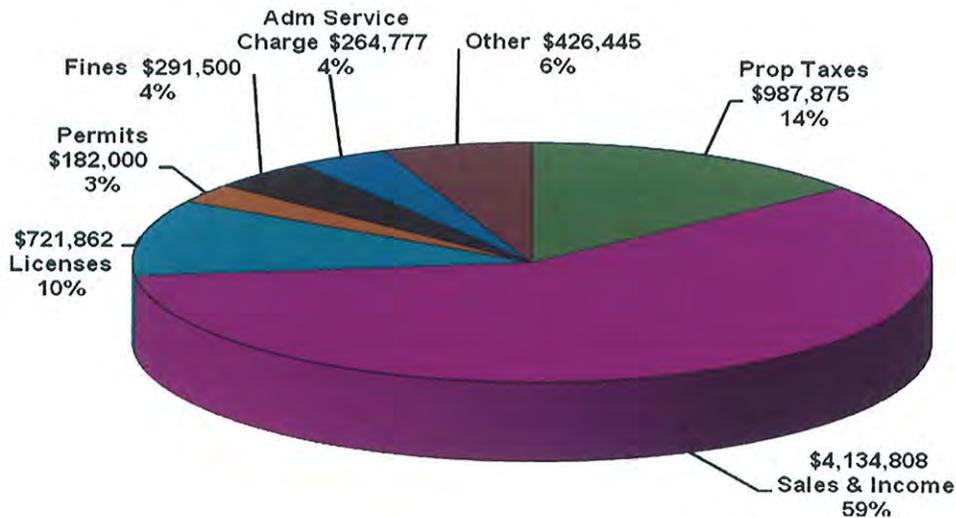
Estimated FY '10 Revenues are anticipated to be less than budget by approximately (\$1.148M). This revenue decline is in direct relation to the nation's economic downturn. Virtually all revenue categories have been impacted in a negative fashion. This decline was further compounded by the State not making timely disbursements of income tax from the Local Government Distributive Fund ("LGDF"). By the end of the fiscal year, the State was 5 months behind in payments totaling approximately (\$660K).

Proposed FY '11

Fiscal '11 Revenues are anticipated to decline by (\$735K) while continuing to reflect our recessionary times.

Total anticipated General Fund Revenues for FY '11 are \$7,009,267. 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

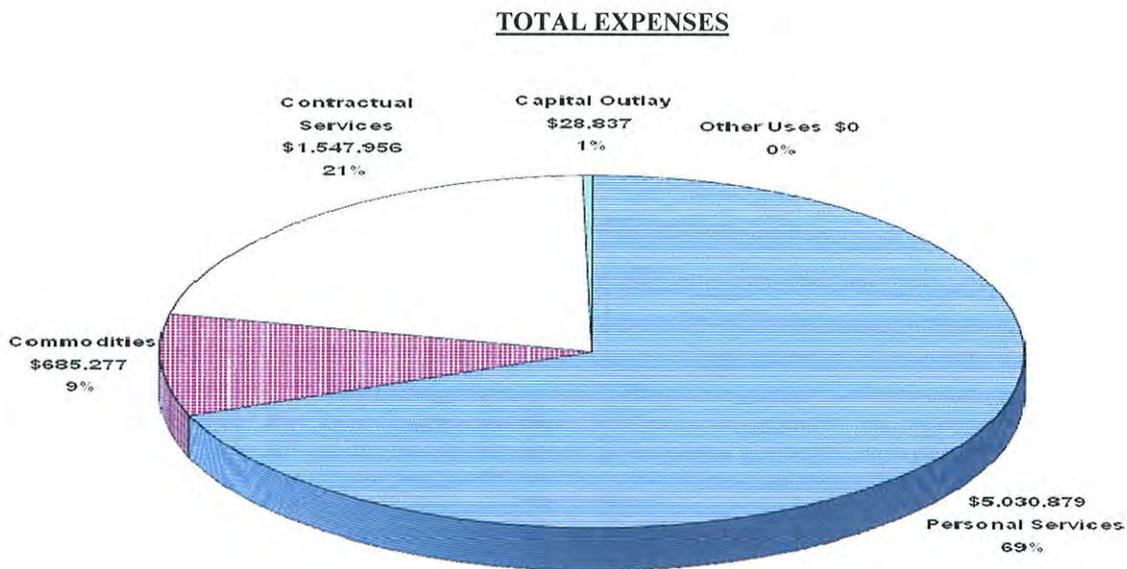
Current FY '10

The FY '10 General Fund Expenses are anticipated to be (\$675K) under appropriation. This is primarily due to significant cost cutting measures that were implemented during the fiscal year. All categorical spending and programming in the General Fund were reviewed for cost savings. Adjustments were made to several line items with minimum impact on core services or programs. In addition, the Economic Development Coordinator position was eliminated mid-year along with 3 regular part time positions. A health care premium cost sharing program and premium waiver incentive programs were also implemented to reduce expenditures.

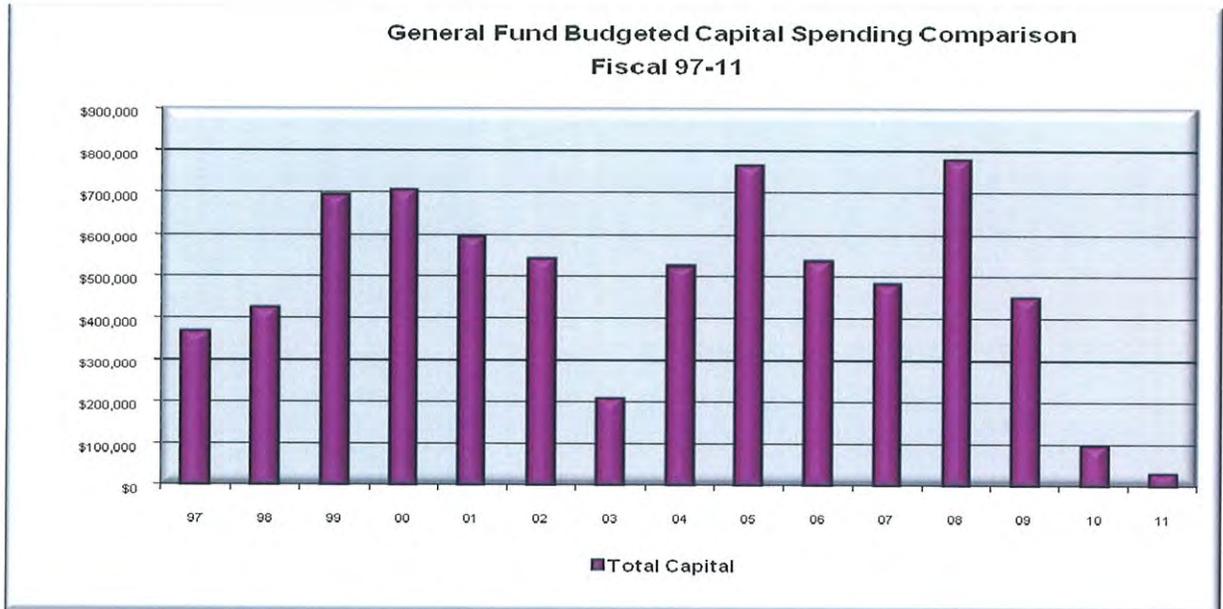
Proposed FY '11

FY '11 General Fund Expenditure levels are proposed to decrease by approximately (\$844K) below FY '10 budget levels. Significant cost cutting measures were again utilized to prepare the FY '11 budget. These measures included a reduction in forces of 4FTE's along with no vehicle or fleet replacement purchases. In addition, the budget was prepared with the assumption of a wage freeze along with a 10% health care premium contribution for all employees. All operational and categorical spending will be down in FY 11.

Total estimated General Fund expenditures for FY '11 are \$7,292,949. 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 '11 Capital Expenditures are (\$67K) below FY '10 budgeted levels and are at the lowest level in fifteen years. Capital spending (like all other budget categories) have been reduced significantly to offset declining general fund revenues.

FUND BALANCE

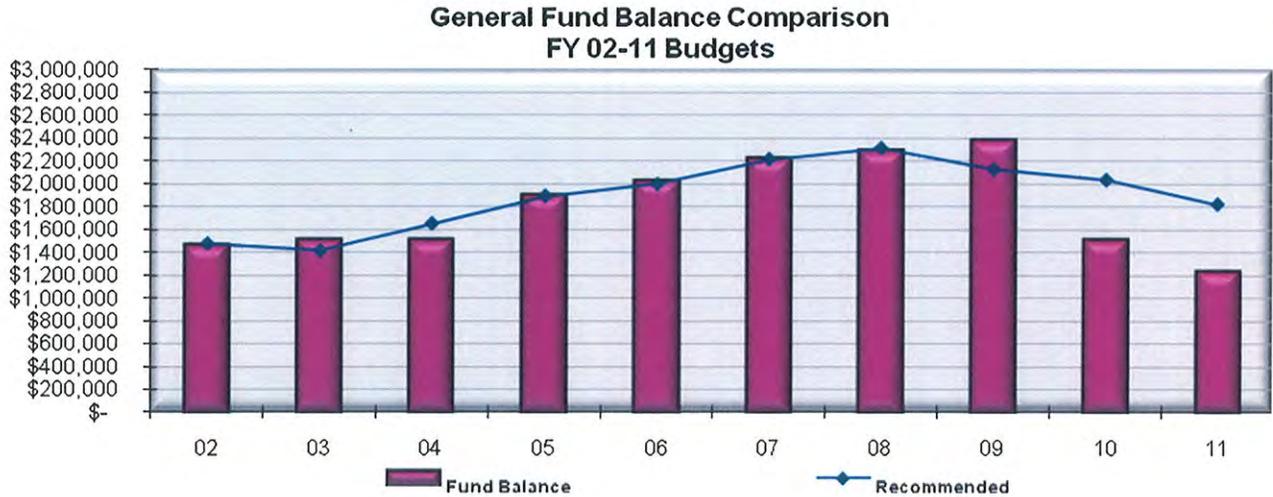
Current FY '10

You will note the FY '10 General Fund estimated ending fund balance to be approximately \$1.5M. This falls below the budgeted FY '10 balance by approximately (\$598K).

Proposed FY '11 The proposed year end FY '11 Proposed General Fund balance amount is approximately \$1.2M and (\$590K) below 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 '11 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 most recent budgets (including this one).

FUND BALANCE



As one can clearly identify from the above referenced graph, the proposed General Fund Balances for FY '10 and FY '11 have been below the recommended levels.

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Summary

Revenues	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Taxes	\$ 5,877,297	5,607,410	5,765,257	4,688,518	5,160,683
Licenses	732,858	734,447	719,500	728,352	721,862
Permits	465,656	217,488	205,000	150,710	182,000
Intergovernmental Revenue - State	65,605	94,435	50,742	20,742	20,837
Intergovernmental Revenue - Local	242,609	254,497	259,586	259,586	264,777
Exaction Fees	10,142	-	-	-	-
Fines	353,595	361,090	347,000	322,218	291,500
Other Revenue	699,027	1,735,809	396,957	426,130	367,608
Total Revenue	\$ 8,446,789	9,005,176	7,744,042	6,596,256	7,009,267
Opening Cash Balance	\$ 2,825,546	\$ 2,876,879	\$ 2,507,391	\$ 2,382,341	\$ 1,516,648
Total Available for Spending	\$ 11,272,335	11,882,055	10,251,433	8,978,597	8,525,915

Appropriations	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Legislative	\$ 108,200	108,611	89,999	83,961	63,048
Administrative	1,569,088	2,870,076	1,879,645	1,612,287	1,789,852
Fire & Police Commission	13,410	2,279	24,290	16,513	4,375
Police Department	3,731,769	3,949,499	3,972,880	3,837,846	3,657,921
Community Development	695,006	704,550	634,883	509,517	470,413
Village Clerk	12,458	8,829	10,801	9,606	10,845
Street Department	1,610,829	1,375,107	1,131,930	1,045,084	987,958
Buildings & Grounds Department	590,210	413,529	316,143	287,834	243,795
Cable TV Commission	9,149	8,518	9,150	8,350	9,050
E.S.D.A. Department	55,337	58,716	67,323	50,951	55,692
Total Appropriations	\$ 8,395,456	9,499,714	8,137,044	7,461,949	7,292,949

Ending Fund Balance	\$ 2,876,879	2,382,341	2,114,389	1,516,648	1,232,966
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VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Revenue [01]

		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '08	Fiscal '09	Fiscal '10	Fiscal '10	Fiscal '11
200	Taxes					
2010	Property Tax (See Footnote)	\$ 311,510	311,065	270,325	292,734	336,241
2030	Sales Tax	3,239,500	3,224,017	3,210,700	2,831,786	2,817,295
2050	State Income Tax	1,755,081	1,492,117	1,648,473	877,897	1,317,513
2060	Road & Bridge Allocation	521,745	532,502	590,659	647,665	651,634
2070	Automobile Rental Tax	15,093	13,629	12,600	12,000	12,000
2090	Amusement Tax	34,368	34,080	32,500	26,436	26,000
	Total	\$ 5,877,297	\$ 5,607,410	\$ 5,765,257	\$ 4,688,518	\$ 5,160,683
210	Licenses					
2110	Liquor	\$ 47,950	45,750	46,100	43,500	40,700
2120	Vehicle	146,550	148,860	146,400	145,000	144,700
2130	Business	25,668	27,144	26,280	28,440	27,360
2140	Franchise	377,517	388,681	388,040	391,900	390,400
2150	Contractors	124,050	111,600	100,500	105,000	105,000
2190	Other	11,123	12,412	12,180	14,512	13,702
	Total	\$ 732,858	734,447	719,500	728,352	721,862
220	Permits					
2210	Building	\$ 381,772	138,975	120,000	85,710	97,000
2230	Solicitors	-	150	-	-	-
2290	Other	83,884	78,363	85,000	65,000	85,000
	Total	\$ 465,656	217,488	205,000	150,710	182,000
	Intergovernmental					
240	Revenue - State/County					
2450	Capital Grants	\$ 65,605	94,435	20,742	20,742	20,837
2490	Other Intergovernmental Revenue	-	-	30,000	-	-
	Total	\$ 65,605	94,435	50,742	20,742	20,837
	Intergovernmental					
250	Revenue - Local					
2510	Interfund Service Charges	\$ 242,609	254,497	259,586	259,586	264,777
254	Exaction Fees					
2560	Contributions	\$ 10,142	-	-	-	-

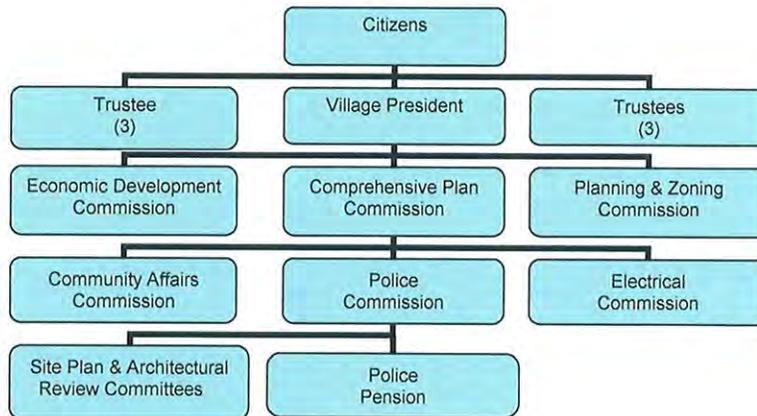
VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Revenue [01]

		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '08</u>	<u>Fiscal '09</u>	<u>Fiscal '10</u>	<u>Fiscal '10</u>	<u>Fiscal '11</u>
280	Fines					
2810	Court	\$ 223,275	242,721	224,000	192,000	185,500
2820	Parking	36,612	39,249	37,000	32,000	32,000
2880	Other	93,708	79,120	81,000	69,000	69,000
2890	Asset Forfeiture	-	-	5,000	29,218	5,000
	Total	\$ 353,595	361,090	347,000	322,218	291,500
290	Other Revenue					
2910	Interest Earnings	\$ 99,129	28,404	20,000	26,000	13,000
2920	Rental Income	98,326	179,428	190,852	184,420	200,651
2930	Donations	250	500	-	2,950	-
2940	Interfund Revenue	79,201	7,166	3,500	5,000	4,000
2960	Public Hearing/Development Fees	47,705	28,285	20,100	22,460	20,100
2970	Miscellaneous Income	374,416	227,026	162,505	185,300	129,857
2990	Bond Proceeds	-	1,265,000	-	-	-
	Total	\$ 699,027	1,735,809	396,957	426,130	367,608
	Revenue Grand Total	\$ 8,446,789	9,005,176	7,744,042	6,596,256	7,009,267
	Opening Cash Balance (Including Investments)	\$ 2,825,546	2,876,879	2,507,391	2,382,341	1,516,648
	Total Available for Spending	\$ 11,272,335	\$ 11,882,055	\$ 10,251,433	\$ 8,978,597	\$ 8,525,915

Footnote: The revenues derived in line item 01.200.2010 based on the 2009 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 '11



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 '10

1. Finalize preliminary site and building design for future public safety facility. **(D)**
2. Analyze and determine direction regarding future Village Hall facility on current parcel. **(D)**
3. Draft monthly article for Sun newspaper. **(C 100%)**
4. Conduct 11th annual State of the Village address. **(C 100%)**

5. Conduct 3 Town Hall Meetings. **(A)**
6. Evaluate and determine if a revised rate structure for the commuter parking lot operations is warranted. **(C 100%)**
7. Adopt incremental strategy to address utility extension into Sunny Acres. **(D)**

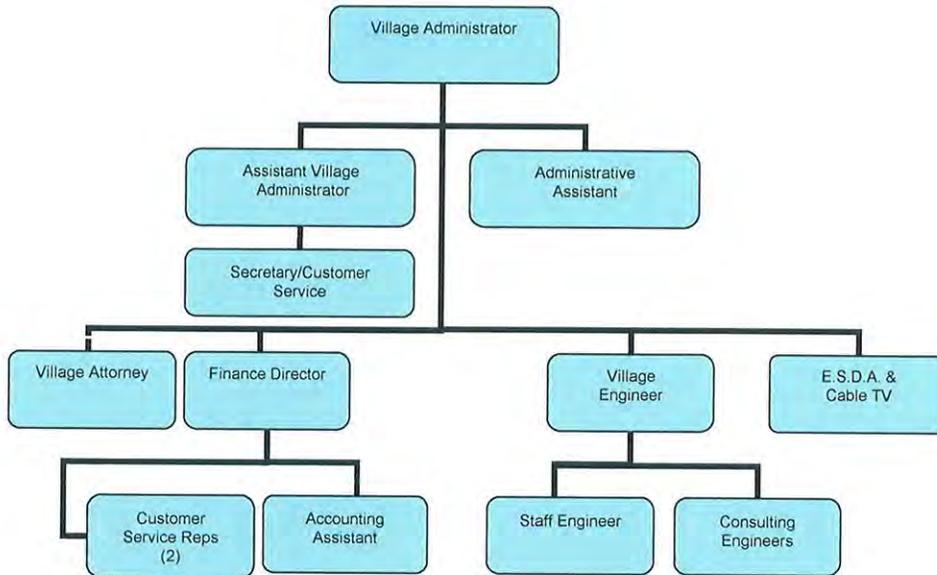
SIGNIFICANT GOALS FOR FY '11

1. Adopt incremental strategy to address a utility extension plan into Sunny Acres.
2. Draft monthly article for Sun newspaper.
3. Conduct 12th annual State of the Village address.
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 Village Hall issues.

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Legislative [01-100]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	<u>Personal Services</u>					
3020	Salaries (Part Time)	\$ 35,964	36,424	34,500	34,597	35,025
	<u>Commodities</u>					
3230	Conferences, Mtgs. & Seminars	\$ 3,002	2,686	4,290	1,000	1,750
3240	Membership Dues	18,432	29,676	20,065	19,588	20,142
3260	Publications	-	-	-	-	-
3290	Printing	-	-	-	-	-
3420	Donations	1,250	685	340	-	-
3440	Miscellaneous	124	-	150	-	100
3450	Public Relations	41,689	38,964	30,345	28,600	5,775
	Total	\$ 64,497	72,011	55,190	49,188	27,767
	<u>Contractual Services</u>					
3710	Legal Advertising	\$ -	-	-	-	-
3780	Telephone	-	-	-	-	-
3860	Other Contractual Services	7,603	176	176	176	176
3870	Auto Mileage & Expense Reimb.	136	-	133	-	80
	Total	\$ 7,739	176	309	176	256
	Total Operating Expenses	\$ 108,200	108,611	89,999	83,961	63,048
	<u>Capital Outlay</u>					
4020	Improvements - Other	\$ -	-	-	-	-
4040	Machinery & Equipment	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ -	-	-	-	-
	Total Appropriations	\$ 108,200	108,611	89,999	83,961	63,048

Administrative Department Fiscal Year '11



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, manages the Village's website, serves as the FOI Officer, 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 '10

Administrative/Finance

1. Oversee and file annual audit. (C 100%)

2. Prepare and file annual treasurer's report. **(C 100%)**
3. Prepare and file 2009 property tax levy. **(C 100%)**
4. Prepare annual Fiscal 2011 Budget. **(C 100%)**
5. Continue assessment of long term water/sewer fund. **(C 100%)**
6. Review banking services agreement to determine whether a one year extension on the current agreement or seeking new requests for proposals would be more beneficial to the Village. **(C 100%)**
7. Seek competitive proposals for aggregate banking services. **(C 100%)**
8. Prepare long term operational forecasts for commuter parking operations and forward recommendation to policy board. **(C 100%)**
9. Analyze comprehensive license, permit and fee assessment for potential review by policy makers. **(C 100%)**
10. Present and facilitate preliminary site and building design to policy makers and pursue a consensus discussion. **(D)**
11. Present and facilitate policy consensus regarding rehabilitating or constructing a new Village Hall at the current site. **(D)**
12. Present and facilitate quiet zone engineering and cost estimates for a policy consensus. **(C 100%)**
13. Present and facilitate incremental utility extension plan for Sunny Acres. **(D)**
14. Evaluate account receivables and consider formulation of amnesty program. **(D)**
15. Renegotiate labor agreement with Teamsters Local 700. **(C/U 75%)**

Engineering Services

1. Coordinate the completion of the design engineering for the widening of Schoolhouse Road from Front Street to LaPorte Road (including signal). **(C/100%)**
2. Design and construct the FY 2010 Street Maintenance Program with construction completed during fall of 2009. **(C/100%)**
3. Provide technical support for long range transportation planning. **(C/100%)**

4. Coordinate the construction of the roadway safety improvements for Owens Road at the EJ & E (CN) Railroad crossing. **(C/100%)**
5. Coordinate the construction of the Illinois Department of Transportation's improvements for the widening of US Route 30 at Wolf Road. **(C/100%)**
6. Oversee the construction of the street lighting at US route 30 and Wolf Road. **(CU/50%)**
7. Provide technical support for Quiet Zone assessment and design engineering for crossing improvements at Mokena Street, Wolf Road and Francis Road. **(C/100%)**
8. Coordinate the design engineering, ROW acquisition and oversee the construction for the eastbound to southbound right turn lane at the intersection of LaPorte Road and Wolf Road. **(CU/50%)**
9. 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. **(D)**
10. Coordinate site development permitting activities from public safety facility parcel located at 104th Avenue and 191st Street. **(C/100%)**
11. Oversee construction of Wolf Road traffic signal interconnects. **(C/100%)**
12. Develop alternatives for incremental extension of utilities into Sunny Acres. **(C/100%)**

SIGNIFICANT GOALS FOR FY '11

Administrative/Finance

1. Oversee and file annual audit.
2. Prepare and file annual treasurer's report.
3. Prepare and file 2010 property tax levy.
4. Prepare annual Fiscal 2012 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. Evaluate account receivables and consider formulation of amnesty program.
8. Review and update personnel policies manual.
9. Renegotiate labor agreement with Teamsters Local 700.
10. Renegotiate Labor agreement with Local 150
11. Advance commuter parking rate increase with Metra.
12. Research revenue alternatives.
13. Coordinate renegotiated water contract terms with Oak Lawn through 5 member consortium.

Engineering Services

1. Design and construct the FY 2011 Street Maintenance Program with construction completed during fall of 2010.
2. Oversee the construction of the street lighting at US route 30 and Wolf Road.
3. Coordinate the construction of the Illinois Department of Transportation's improvements for the widening of US Route 30 from Prestantia Drive to Owens road.
4. Coordinate the construction of the Illinois Department of Transportation's traffic signal improvements at US Route 30 and Owens Road.
5. Provide technical support for long range transportation planning.
6. Oversee the construction for the eastbound to southbound right turn lane at the intersection of LaPorte Road and Wolf Road.
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.
8. Continue active participation in the Hickory Creek Watershed Planning Group.
9. Coordinate construction of traffic signals with Will County Highway Department at Townline/Francis and Schoolhouse/Francis.

10. Oversee completion of the public improvements in Boulder Ridge, The Bridges of Mokena and Prairie Ridge.

11. Present and facilitate incremental plan to extend utilities into Sunny Acres.

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Administrative [01-101]

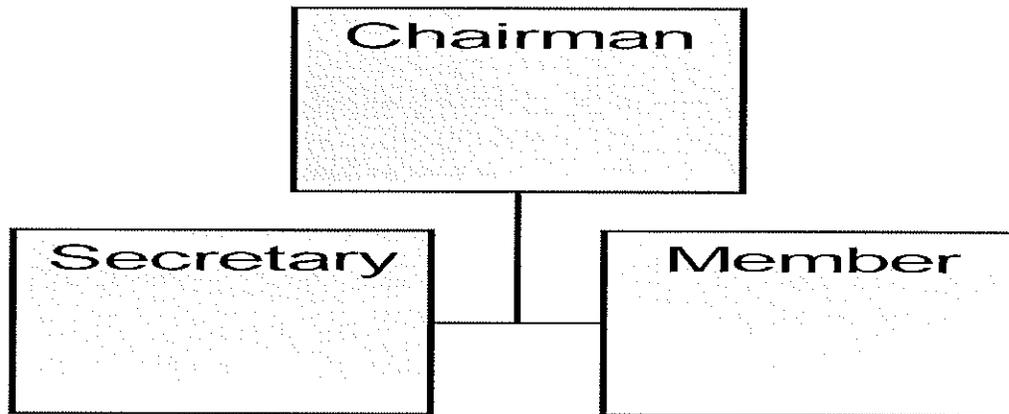
		Actual	Actual	Budgeted	Estimated	Board App.
	Personal Services	Fiscal '08	Fiscal '09	Fiscal '10	Fiscal '10	Fiscal '11
3010	Salaries (Full Time)	\$ 573,761	594,737	608,827	595,472	580,597
3020	Salaries (Part Time)	6,997	2,411	2,532	30	-
3030	Salaries (Overtime)	1,315	1,350	1,729	482	-
3040	Unemployment Contribution	9,852	7,346	8,500	5,088	8,388
3060	Worker's Compensation	200,210	213,378	154,153	147,258	207,340
3100	Hospital/Life Insurance	119,257	117,869	119,660	112,442	111,227
	Total	\$ 911,392	937,091	895,401	860,772	907,552
	Commodities					
3210	Office Supplies	\$ 30,291	26,549	27,000	16,100	12,000
3220	Postage	17,062	12,864	16,450	14,000	15,095
3230	Conferences, Mtgs. & Seminars	4,746	3,070	2,748	1,000	1,910
3240	Membership Dues	2,815	3,370	3,667	3,553	3,587
3250	Professional Development	1,543	2,079	635	477	585
3260	Publications	859	934	910	972	870
3270	Liability Insurance	94,519	140,543	132,588	132,574	170,873
3290	Printing	5,527	2,904	5,800	3,443	4,550
3300	Vehicle Expense (Gas)	2,841	2,269	3,000	2,300	3,000
3320	Maint: Vehicles & Motor Equip.	413	1,146	1,200	1,500	1,500
3440	Miscellaneous	-	-	200	-	200
3450	Public Relations	21,000	12,981	8,750	-	-
3510	Equipment	762	153	350	-	250
3520	Furniture	133	-	-	-	-
	Total	\$ 182,511	208,862	203,298	175,919	214,420
	Contractual Services					
3620	Engineering Services	\$ 3,527	2,257	7,000	21	3,500
3630	Legal Services	161,260	190,689	178,500	144,000	175,000
3690	Computer Program./Maint.	28,844	27,777	30,000	15,000	22,250
3710	Legal Advertising	-	-	-	-	-
3750	Public Officials Ins./Bonding	-	-	1,200	1,179	-
3780	Telephone	18,671	11,380	12,852	11,550	11,612
3790	Comm./Office Machine Maint.	2,913	3,048	3,160	2,430	2,400
3850	Equipment Leasing	2,530	2,347	2,348	2,329	2,311
3860	Other Contractual Services	31,715	42,077	24,722	21,650	27,569
3870	Auto Mileage & Expense Reimb.	625	700	905	400	330
3890	Bond Principal	65,000	70,000	95,000	95,000	95,000
3900	Bond Interest	69,155	33,814	32,709	32,709	36,708
3901	Bond Issuance Costs	-	25,307	-	-	-
3950	Contractual Payments	98	98	150	98	100
3980	Rebates	-	78,192	242,400	246,403	291,100
	Total	\$ 384,338	487,686	630,946	572,769	667,880
	Total Operating Expenses	\$ 1,478,241	1,633,639	1,729,645	1,609,460	1,789,852

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Administrative [01-101]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	<u>Capital Outlay</u>					
4040	Machinery & Equipment	\$ 90,847	-	-	2,827	-
4060	Land Acquisition	-	-	-	-	-
4080	Vehicle Acquisition	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ 90,847	-	-	2,827	-
	<u>Other Financing Uses</u>					
4260	Interfund Transfers	-	-	-	-	-
4280	Contingencies	-	-	150,000	-	-
4300	Payment to Refunding Escrow	-	1,236,437	-	-	-
	Total	-	1,236,437	150,000	-	-
	Total Appropriations	\$ 1,569,088	2,870,076	1,879,645	1,612,287	1,789,852

Board of Fire & Police Commission

Fiscal Year '11



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 '10

1. Formulate a new Patrol Officer Eligibility Register, as required by State Statute, to succeed the current Register that will expire during Fiscal-Year 2010. **(C/100%)**
2. Formulate a new Sergeant Eligibility Register, as required by State Statute, to succeed the current Register that will expire during Fiscal-Year 2010. **(C/100%)**
3. Review and update the local Rules & Regulations of the Commission as needed. **(C/100%)**
4. 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. **(D)**
5. Review and update Police Commission Files pursuant to State Statute and Village Policy. **(C/100%)**

SIGNIFICANT GOALS FOR FY '11

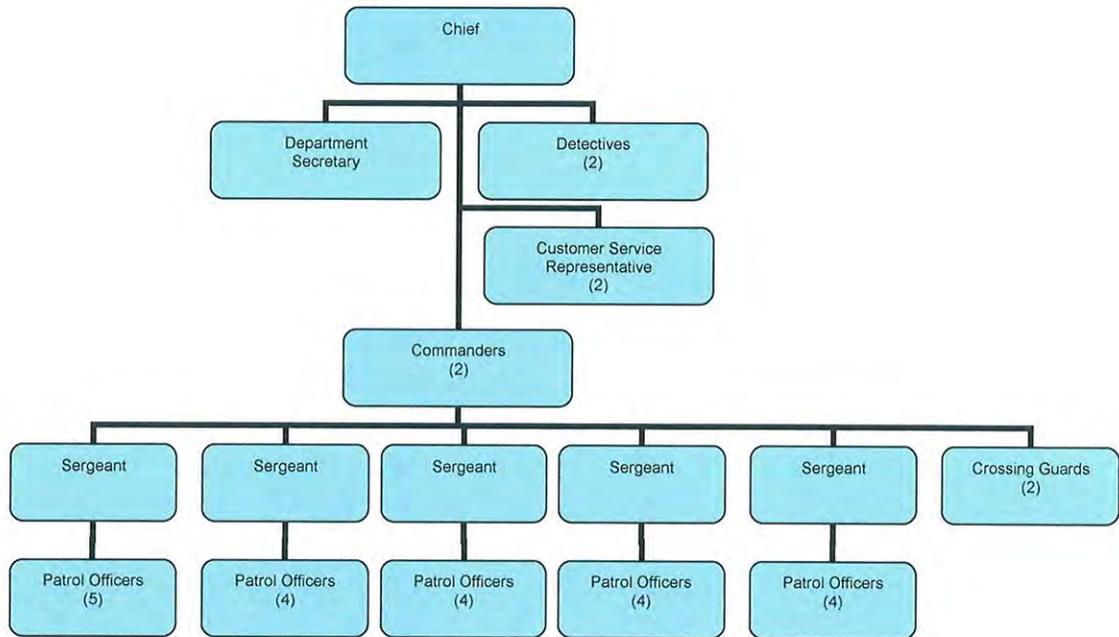
1. Review and update the local Rules & Regulations of the Commission as needed.
2. Attend the Illinois Fire & Police Commissioners Training Conference in order to maintain a current working knowledge of legislative changes pertaining to the recruitment, employment, retention and termination of Police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

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Fire & Police Commission [01-103]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	<u>Personal Services</u>					
3020	Salaries (Part Time)	\$ 1,970	410	2,380	2,550	1,700
	<u>Commodities</u>					
3230	Conferences, Mtgs. & Seminars	\$ 102	617	500	-	500
3240	Membership Dues	375	375	400	375	375
3250	Professional Development	-	-	200	-	200
3260	Publications	-	-	100	127	100
3510	Equipment	-	-	200	86	-
3520	Furniture	-	877	-	-	-
	Total	\$ 477	1,869	1,400	588	1,175
	<u>Contractual Services</u>					
3630	Legal Services	\$ -	-	1,500	-	1,500
3640	Physical Exams	1,925	-	400	-	-
3650	Testing & Psych. Exams	5,812	-	16,910	11,744	-
3710	Legal Advertising	1,659	-	1,700	1,631	-
	Total	\$ 9,396	-	20,510	13,375	1,500
	Total Operating Expenses	\$ 11,843	2,279	24,290	16,513	4,375
	<u>Capital Outlay</u>					
4040	Machinery & Equipment	\$ 1,567	-	-	-	-
	Total Capital	\$ 1,567	-	-	-	-
	Total Appropriations	\$ 13,410	2,279	24,290	16,513	4,375

Police Department

Fiscal Year '11



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 Commanders (2) assist the Chief with the management of the Department and the implementation and communication of new philosophies. They serve as the senior

operating officers 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 Commanders also prepare the monthly work schedules, assist with completion of the Department's payroll, and manage 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. Females assigned to these positions also serve on an as needed basis as Police Matrons, providing male officers with assistance when dealing with female prisoners.

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 2011 the Police Department will be staffed by a minimum of (36) employees. Of these, (31) 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 '10

1. Maintain and expand community-based relations programs including: Child Safety Seat Inspections, D.A.R.E., Business Exposition, New Year's Eve SAFE RIDE, TRIAD, Citizens Police Academy and Community Shred Day, 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, enhancing video surveillance systems, installing protection devices 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 Program by converting the existing MSI system to the Municipal Ordinance Violation Enforcement Program (MOVE) allowing for minor criminal offenses to be charged locally rather than through the Circuit Court. (C/100%)
5. Organize the electronic database of Department Policies & Procedures into PDF format for all Department Personnel and provide regular updates via CD-R media. (D/75%)
6. Provide technical support for design work on the future Mokena Police/ESDA Public Safety Facility. (C/100%)
7. Pursue available Grant opportunities in light of economic conditions relative to 9-1-1 Communications Equipment, Economic Stimulus Package Personnel Initiatives, Bullet Proof Vest Recovery and Tobacco Enforcement measures. (C/100%)
8. Provide technical support and assistance to the Lincolnway Public Safety Communications Center for the hiring of a Deputy Director and participating on the research team formed to evaluate additional police agencies joining the Center. (C/100%)
9. Provide technical support and assistance for the Collective Bargaining process with the Patrol Officers (Teamsters Local 714) that is scheduled to begin in the current Fiscal Year. (C/100%)
10. Update Village Towing Contract, which will expire during the current Fiscal Year. (C/100%)

11. Complete Accident Reconstruction training program at Northwestern University for Officer assigned to the Lincolnway Traffic Accident Reconstruction Team. (C/100%)
12. Research and evaluate the costs associated with providing a Prescription Drug Recycling Program for Village residents to discard unwanted medications. (C/100%)
13. Coordinate three community service messages to be broadcast via cable and webcast. (A/0%)

SIGNIFICANT 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.
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.
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.
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.
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.
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.
7. Provide technical support and assistance to the Lincolnway Public Safety Communications Center for upcoming contract negotiations with unionized labor.
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.
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.

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Police [01-104]

		Actual	Actual	Budgeted	Estimated	Board App.
	Personal Services	Fiscal '08	Fiscal '09	Fiscal '10	Fiscal '10	Fiscal '11
3010	Salaries (Full Time)	\$ 2,267,756	2,429,547	2,514,211	2,478,500	2,376,427
3020	Salaries (Part Time)	13,145	14,328	14,817	15,168	5,626
3030	Salaries (Overtime)	135,926	154,382	135,886	149,950	134,380
3031	Salaries (Holiday Pay)	68,344	69,636	80,000	64,600	68,070
3100	Hospital/Life Insurance	454,388	502,930	499,223	474,457	469,188
	Total	\$ 2,939,559	3,170,823	3,244,137	3,182,675	3,053,691
	Commodities					
3230	Conferences, Mtgs. & Seminars	\$ 470	460	488	325	325
3240	Membership Dues	1,235	1,152	1,092	1,195	1,195
3250	Professional Development	34,979	27,402	16,930	12,500	11,220
3260	Publications	988	692	1,376	800	800
3280	Clothing & Personal Expense	32,808	29,641	35,675	25,370	25,370
3290	Printing	2,792	3,955	3,200	2,200	3,000
3300	Vehicle Expense (Gas)	91,217	77,362	90,000	69,000	82,800
3320	Maint: Vehicles & Motor Equip.	34,514	38,537	35,484	20,000	26,380
3400	Ammunition	5,799	5,723	6,600	5,586	5,600
3420	Donations	-	-	-	-	-
3440	Miscellaneous	2,768	2,002	3,143	1,270	2,105
3450	Public Relations	11,053	11,390	11,370	9,000	9,330
3470	Range Supplies	1,485	1,350	1,500	991	1,000
3480	Narcotics Enforcement	-	-	500	-	500
3500	Coop. Investigations	6,131	1,500	1,500	1,250	1,250
3510	Equipment	12,762	10,506	14,640	11,000	11,000
3520	Furniture	178	-	450	158	-
	Total	\$ 239,179	211,672	223,948	160,645	181,875
	Contractual Services					
3640	Physical Exams	\$ 1,214	1,258	1,000	2,470	1,000
3650	Testing & Psych. Exams	-	-	-	-	-
3660	Prisoner Care	3	38	150	650	150
3670	L-W Communications Center	292,500	347,100	354,521	354,522	326,144
3690	Computer Program./Maint.	14,262	13,113	18,100	17,000	17,000
3710	Legal Advertising	-	-	550	-	550
3780	Telephone	16,907	17,699	19,020	18,000	17,940
3790	Comm./Office Mach. Maint.	3,385	3,400	2,850	4,000	4,000
3850	Equipment Leasing	4,244	4,776	4,776	4,776	4,776
3860	Other Contractual Services	29,928	23,464	28,878	25,000	29,958
3870	Auto Mileage & Expense Reimb.	183	109	250	36	-
	Total	\$ 362,626	410,957	430,095	426,454	401,518
	Total Operating Expenses	\$ 3,541,364	3,793,452	3,898,180	3,769,774	3,637,084

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Police [01-104]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	Capital Outlay					
4030	Improvements - Facilities	\$ -	-	-	-	-
4040	Machinery & Equipment	73,479	26,057	20,700	20,742	20,837
4080	Vehicle Acquisitions	116,926	122,804	54,000	47,330	-
4100	Office Furniture	-	7,186	-	-	-
	Total Capital	\$ 190,405	156,047	74,700	68,072	20,837
	Total Appropriations	\$ 3,731,769	3,949,499	3,972,880	3,837,846	3,657,921

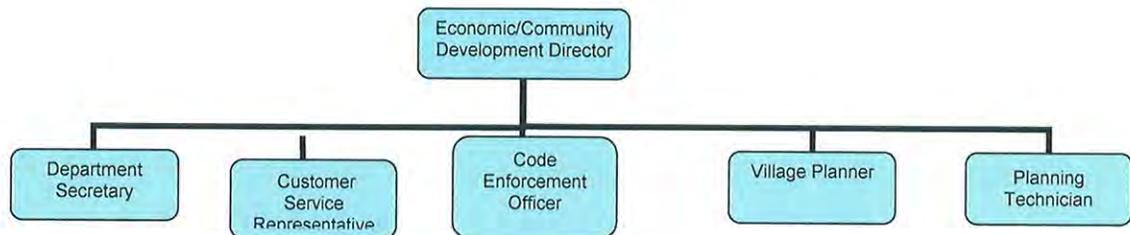
VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) PRIO.	ITEM	FY '10 DEPT. REQUEST	FY '10 BOARD APPROVED	FY '11 DEPT. REQUEST	FY '11 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	(9) Portable 800 mhz Radios	\$20,700	\$20,700			Supp	Additional units for street officers
4040	MDT (2)	16,000	0			Base	Replace aging equipment
4040	Public Notification System	6,500	0	6,500	0	Supp	Emergency text message notification system for cell phones
4040	(2) Bullet Shields	2,600	0	2,600	0	Supp	Additional units
4040	(2) Mobile 800 mhz Radios	6,000	0	6,000	0	Supp	Additional units for squads
4080	Squad Car	24,000	22,000			Base	Replace M03 per fleet schedule
4080	Squad Car	24,000	22,000			Base	Replace M06 per fleet schedule
4080	Squad Car	24,000	0	24,000	0	Base	Replace M14
4080	Admin SUV	26,000	0	26,000	0	Base	Replace M01
4080	(2) Vehicle Set-ups	10,000	10,000			Base	Set up of (2) replacement vehicles
4040	Rapid Recovery System	5,400	0	5,400	0	Supp	Electronic tracking system for lost or disoriented people
3510	Truck Vault	2,500	0	2,500	0	Supp	Secure emergency equipment in police SUV (M08)

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TOTAL REQUESTS APPROVED See pg. 2 See pg. 2 See pg. 2

Community Development Department Fiscal Year '11



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. 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 '10

Community Development

1. Update Zoning Map to reflect recent annexations and map amendments. **(C 100%)**
2. Prepare and facilitate the evaluation of rules and regulations related to the operation and licensing of massage service businesses. **(C 100%)**
3. Update definition section of the Zoning Ordinance. **(C 100%)**
4. Restructure building inspection and code enforcement services. **(C 100%)**
5. Evaluate the Village's current lighting standards for potential revision. **(C 100%)**
6. Create a downtown business overlay district in accordance with the guidelines set forth in the Station Area Plan. **(C 100%)**

7. Amend Village codes as necessary to implement new “whole house” water metering system. **(D)**
8. Create data base to track building permits to replace existing permit tracking software. **(D)**
9. Perform building inspections on the second business day. **(C 100%)**
10. Establish a program for monitoring foreclosed properties. **(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. Utilize the Retail Tenant Directory online service by Trade Dimensions to assist in retail prospect recruitment. **(C/100%)**
5. Upgrade, update, improve, and maintain marketing, public relations, and demographic information, materials, and opportunities. **(C/100%)**
6. Communicate regularly with area commercial and industrial developers and brokers in an effort to assist in the development of their properties. **(C/100%)**
7. Prepare for and facilitate Economic Development Commission meetings. **(C/100%)**
8. Coordinate Village participation in the Mokena Chamber Business Expo. **(C/100%)**
9. Maintain and Update Commercial Center Occupancy Database, and increase occupancy rate to 85% or higher. **(A)**
10. Coordinate Village’s participation in Ribbon Cutting, Groundbreaking, and Grand Opening Ceremonies. **(C/100%)**

11. Advance redevelopment of key sites along 191st Street between Everett Lane and Grotovsky Drive. (C/100%)
12. Advance development of properties at northeast corner of LaGrange Road and LaPorte Road. (C/100%)
13. Coordinate a marketing effort to attract developers to downtown TIF District. (C/100%)

SIGNIFICANT GOALS FOR FY '11
Community Development

1. Amend Village codes as necessary to implement new “whole house” water metering system.
2. Create data base to track building permits to replace existing permit tracking software.
3. Update Zoning Map to reflect recent annexations and map amendments.
4. Restructure building inspection, code enforcement and customer service window services.
5. Perform building inspections on the second business day.
6. Restructure the implementation of the program for monitoring foreclosed properties.
7. Rewrite Amusement Device regulations to address video rental boxes and lottery machines.
8. Update business license regulations including the section related to Tobacco licenses.
9. Establish specific guidelines for outdoor dining/beer gardens.
10. Assist the Village Board in policy formulation related to video poker legislation.
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.

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. Create a 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.

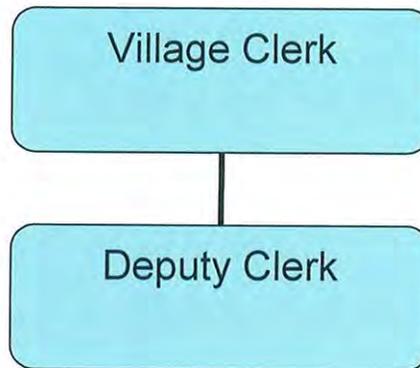
VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Community Development [01-105]

		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '08</u>	<u>Fiscal '09</u>	<u>Fiscal '10</u>	<u>Fiscal '10</u>	<u>Fiscal '11</u>
<u>Personal Services</u>						
3010	Salaries (Full Time)	\$ 443,530	445,529	335,926	324,583	294,718
3020	Salaries (Part Time)	18,009	27,131	46,028	40,763	10,053
3030	Salaries (Overtime)	-	-	500	-	-
3100	Hospital/Life Insurance	116,378	99,894	85,984	71,378	60,925
	Total	\$ 577,917	572,554	468,438	436,724	365,696
<u>Commodities</u>						
3230	Conferences, Mtgs. & Seminars	\$ 1,511	1,709	2,060	330	1,200
3240	Membership Dues	2,568	2,288	3,675	2,616	2,975
3250	Professional Development	2,331	5,091	1,000	350	500
3260	Publications	909	699	1,225	1,050	1,125
3280	Clothing & Personal Expense	1,205	1,193	900	855	900
3290	Printing	1,144	673	3,000	620	1,500
3300	Vehicle Expense (Gas)	9,366	8,252	9,600	6,050	9,600
3320	Maint: Vehicles & Motor Equip.	3,072	2,880	3,000	2,200	3,000
3330	Small Tools	-	53	150	150	150
3390	Public Hearing Signs	4,550	2,878	4,250	2,530	3,500
3440	Miscellaneous	994	508	750	350	500
3450	Public Relations	-	-	-	-	-
3510	Equipment	154	625	900	35	500
3520	Furniture	1,139	-	-	-	-
	Total	\$ 28,943	26,849	30,510	17,136	25,450
<u>Contractual Services</u>						
3620	Engineering Services	\$ (59,696)	(4,370)	52,750	9,000	15,000
3621	Contract Inspections	(3,450)	(1,850)	-	-	-
3630	Legal Services	26,450	15,972	25,000	9,750	15,000
3680	Plan Review Fees	8,490	8,229	15,000	5,800	6,000
3690	Computer Program./Maint.	2,612	2,100	2,725	2,100	3,877
3710	Legal Advertising	5,782	3,867	6,000	1,800	3,000
3780	Telephone	11,304	7,373	7,140	6,255	5,820
3790	Comm./Office Mach. Maint.	2,522	4,736	4,970	3,202	4,970
3850	Equipment Leasing	-	-	-	-	-
3860	Other Contractual Services	80,969	68,814	22,150	17,650	25,400
3870	Auto Mileage & Expense Reimb.	286	52	200	100	200
3940	Signage and Façade Program	12,877	224	-	-	-
	Total	\$ 88,146	105,147	135,935	55,657	79,267
	Total Operating Expenses	\$ 695,006	704,550	634,883	509,517	470,413

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Community Development [01-105]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	<u>Capital Outlay</u>					
4040	Machinery & Equipment	\$ -	-	-	-	-
4080	Vehicle Acquisition	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total	\$ -	-	-	-	-
	Total Appropriations	\$ 695,006	704,550	634,883	509,517	470,413

Village Clerk Fiscal Year '11



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 '10

1. Provide support to neighborhood team. (C/100%)
2. Attend all neighborhood outreach sessions. (A)

SIGNIFICANT GOALS FOR FY '11

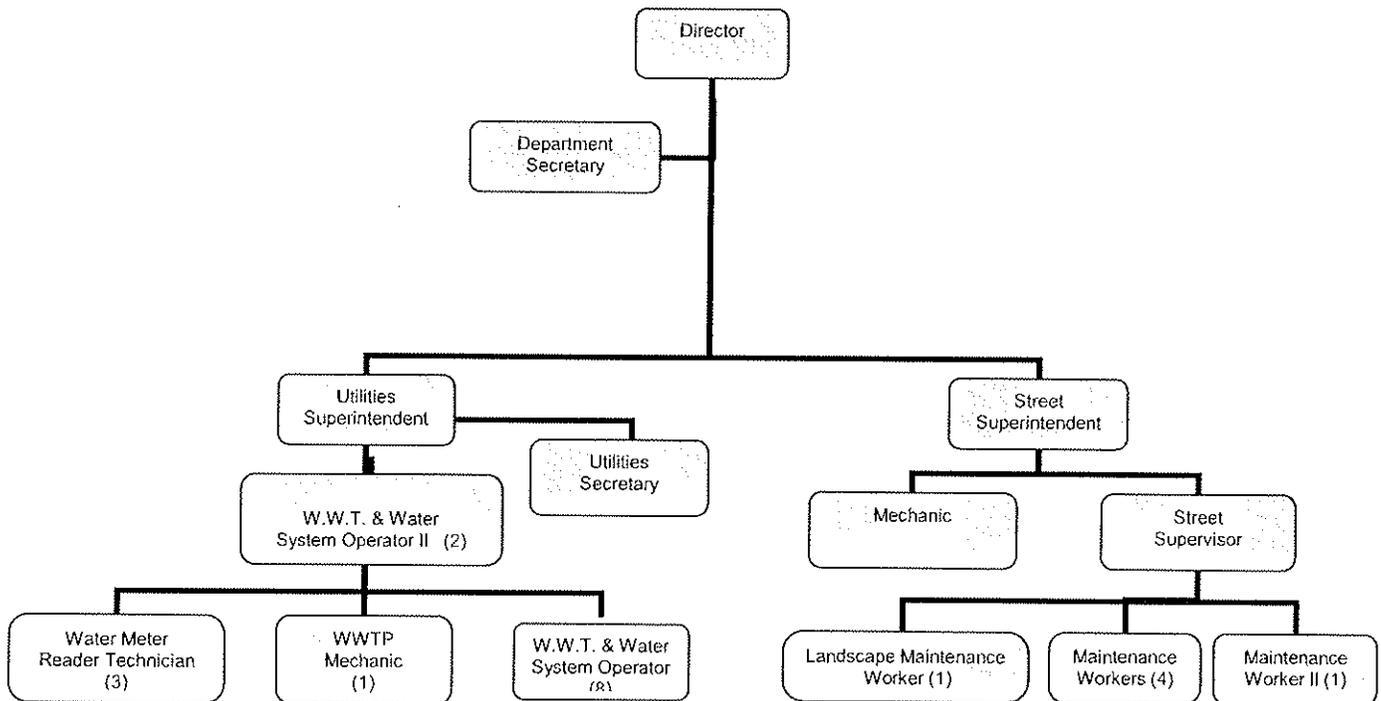
1. Provide support to neighborhood team.

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Village Clerk [01-106]

		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '08	Fiscal '09	Fiscal '10	Fiscal '10	Fiscal '11
<u>Personal Services</u>						
3020	Salaries (Part Time)	\$ 4,800	5,400	4,400	4,400	4,800
3030	Salaries (Overtime)	-	-	-	-	-
	Total	\$ 4,800	5,400	4,400	4,400	4,800
<u>Commodities</u>						
3230	Conferences, Mtgs. & Seminars	\$ -	-	135	-	135
3240	Membership Dues	50	70	75	70	75
3250	Professional Development	-	-	-	-	-
3260	Publications	-	-	-	-	-
3290	Printing	-	-	-	-	-
3430	Recording Charges	-	-	100	-	100
3440	Miscellaneous	37	-	-	74	-
	Total	\$ 87	70	310	144	310
<u>Contractual Services</u>						
3690	Computer Program./Maint.	\$ -	-	-	-	-
3710	Legal Advertising	1,634	613	1,000	358	650
3720	Ordinance Codification	5,062	2,686	5,000	4,679	5,000
3780	Telephone	-	-	-	-	-
3860	Other Contractual Services	875	25	25	25	25
3870	Auto Mileage & Expense Reimb.	-	35	66	-	60
	Total	\$ 7,571	3,359	6,091	5,062	5,735
	Total Operating Expense	\$ 12,458	8,829	10,801	9,606	10,845
<u>Capital Outlay</u>						
4100	Office Furniture	\$ -	-	-	-	-
	Total Capital	\$ -	-	-	-	-
	Total Appropriations	\$ 12,458	8,829	10,801	9,606	10,845

Public Works Department

Fiscal Year '11



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 '10

1. Complete FY '10 Sidewalk Program. * (C 100%)
2. Complete FY '10 full depth patching Program. * (C 100%)
3. Complete FY '10 expanded Street Maintenance Program.* (C 100%)
4. Complete FY' 10 Curb Raising Program.* (C 100%)
5. Complete FY '10 Sidewalk "Mud-Jacking" Program. * (C 100%)
6. Complete FY '10 Curb "Shot-Creep" 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. Front St. @ Wolf Road intersection maintenance. (A)
10. Replace 60 parkway trees in various locations throughout the Village. (C 100%)
11. Concentrate the cleaning and maintenance of our storm sewer and pond outlet systems. (C 100%)
12. Incorporate new mowing contractor and oversee the contacted mowing of our village easements and right of ways. (C 100%)

13. Concentrate filling potholes and crack filling cracks in streets that develop during the year.
(C 100%)

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

STREET DEPARTMENT SIGNIFICANT GOALS FOR FY '11

1. Complete FY '11 Sidewalk Program. *
2. Complete FY '11 full depth patching Program. *
3. Complete FY '11 Wolf Road Patching.
4. Complete FY '11 expanded Street Maintenance Program.*
5. Complete FY '11 Sidewalk "Mud-Jacking" Program. *
6. Complete FY '11 Curb "Shot-Creel" Repair Program. *
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. Concentrate filling potholes and crack filling cracks in streets that develop during the year.

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

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Streets [01-107]

		Actual	Actual	Budgeted	Estimated	Board App.
	Personal Services	Fiscal '08	Fiscal '09	Fiscal '10	Fiscal '10	Fiscal '11
3010	Salaries (Full Time)	\$ 508,888	527,837	552,326	551,345	476,817
3020	Salaries (Part Time)	10,672	10,481	1,321	101	-
3030	Salaries (Overtime)	8,840	8,862	6,750	6,500	6,775
3100	Hospital/Life Insurance	142,475	136,157	134,680	114,387	113,752
	Total	\$ 670,875	683,337	695,077	672,333	597,344
	Commodities					
3230	Conferences, Mtgs. & Seminars	\$ 136	86	242	125	265
3240	Membership Dues	36	-	57	32	82
3250	Professional Development	1,810	1,711	500	495	50
3260	Publications	36	36	40	40	40
3280	Clothing & Personal Expense	5,104	4,570	4,790	4,390	4,800
3290	Printing	178	135	300	161	200
3300	Vehicle Expense (Gas)	66,634	55,459	54,000	41,000	54,000
3310	Maint: Bldgs, Streets & Grounds	58,460	61,165	55,400	50,000	50,550
3320	Maint: Vehicle & Motor Equip.	35,966	34,603	35,500	37,500	41,500
3330	Small Tools	605	1,135	800	600	800
3340	Traffic & Street Sign Material	21,404	11,693	18,000	13,500	15,000
3380	Rock, Sand & Salt	8,740	5,826	6,000	6,000	6,000
3440	Miscellaneous	350	407	255	222	255
3450	Public Relations	800	-	3,000	-	-
3510	Equipment	509	539	2,100	500	700
3520	Furniture	34	-	-	-	-
	Total	\$ 200,802	177,365	180,984	154,565	174,242
	Contractual Services					
3620	Engineering Services	\$ 65,158	82,626	14,500	5,285	5,000
3640	Physical Exams	2,587	270	625	450	625
3690	Computer Program./Maint.	975	1,287	1,325	975	1,100
3710	Legal Advertising	833	450	600	74	600
3760	Street Lighting Energy Charge	118,061	115,609	125,873	124,128	127,852
3780	Telephone	10,338	7,877	8,524	7,400	7,800
3790	Comm./Office Mach. Maint.	217	239	250	233	240
3850	Equipment Leasing	4,655	3,463	3,900	3,150	3,100
3860	Other Contractual Services	121,466	106,500	56,127	40,000	45,595
3870	Auto Mileage & Expense Reimb.	-	62	75	-	70
3950	Contractual Payments	1,537	552	570	570	590
3970	Tree Removal/Replacement	39,160	24,020	23,300	21,300	15,800
	Total	\$ 364,987	342,955	235,669	203,565	208,372
	Total Operating Expense	\$ 1,236,664	1,203,657	1,111,730	1,030,463	979,958

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Streets [01-107]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	<u>Capital Outlay</u>					
4010	Improvements - Streets	\$ 16,916	36,998	13,000	8,000	8,000
4020	Improvements - Other	48,089	27,677	-	-	-
4030	Improvements - Facilities	-	-	-	-	-
4040	Machinery & Equipment	177,450	9,128	7,200	6,621	-
4050	Improvements & Extensions	-	-	-	-	-
4080	Vehicle Acquisitions	131,710	97,647	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ 374,165	171,450	20,200	14,621	8,000
	<u>Other Financing Uses</u>					
5000	Transfer - Out					
	A. Trf. to Escrow for Gen. Infra.	\$ -	-	-	-	-
	Total Appropriations	\$ 1,610,829	1,375,107	1,131,930	1,045,084	987,958

BUILDINGS & GROUNDS
Fiscal Year '11

STATUS OF GOALS FOR FY '10

1. Contract for weed control on all Village properties. (C/100%)
2. Complete Building improvements at Police Department. (C/100%)
3. Complete Village Hall roof maintenance. (C/100%)
4. Reseed Black Thorne Ridge, Jenny Glen and Hickory Creek Metra Lot ponds. (C/100%)
5. Dredge Lake Everett west and east side banks. (C/100%)
6. Install 3 garbage cans along Village bike path. (A)
7. Continue Crystal Creek Wetland Maintenance. (C/100%)
8. Continue annual upkeep & maintenance of Village Hall Landscaping. (C/100%)
9. Incorporate and coordinate Will County electronics recycling program. (C/100%)
10. Incorporate Will County Youth Services into Department to assist with summer maintenance activities. (C/100%)
11. Continue developing intergovernmental cooperation with State, County and Township regarding pavement repair and right of way maintenance in the Village of Mokena. (C/100%)
12. Replace lattice work on 2 welcome signs, 191st and 80th Avenue and Townline and 187th Street. (C/100%)

SIGNIFICANT GOALS FOR FY '11

1. Contract for weed control on all Village properties.
2. Complete Village Hall roof maintenance.
3. Continue Crystal Creek Wetland Maintenance.
4. Continue annual upkeep & maintenance of Village Hall Landscaping.

5. Modify and rewrite specifications for Village grass cutting contract and bid contract for 2011-2012.
6. Incorporate Put Illinois to Work Services into Department to assist with summer maintenance activities.
7. Complete erosion control at Lake Lawn restoring the banks of the pond.*
8. Develop Emerald Ash Borer Preparedness/Response Plan.

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

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Buildings & Grounds [01-108]

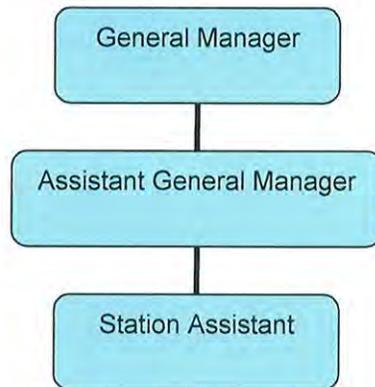
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '08</u>	<u>Fiscal '09</u>	<u>Fiscal '10</u>	<u>Fiscal '10</u>	<u>Fiscal '11</u>
<u>Personal Services</u>						
3010	Salaries (Full Time)	\$ 50,384	61,831	63,223	59,839	38,911
3020	Salaries (Part Time)	9,856	10,481	1,321	101	-
3030	Salaries (Overtime)	682	193	750	365	566
3100	Hospital/Life Insurance	14,521	7,910	7,874	8,599	7,894
	Total	\$ 75,443	80,415	73,168	68,904	47,371
<u>Commodities</u>						
3230	Conferences, Mtgs. & Seminars	\$ -	-	-	-	-
3240	Membership Dues	-	-	-	-	50
3250	Professional Development	1,471	-	-	-	-
3280	Clothing & Personal Expense	252	214	100	100	100
3300	Vehicle Expense (Gas)	-	-	-	-	-
3310	Maint: Bldgs, Streets & Grounds	58,447	48,941	32,325	32,325	24,200
3320	Maint: Vehicles & Motor Equip.	2,063	1,794	2,000	3,500	2,000
3330	Small Tools	1,264	972	900	600	600
3370	Janitorial Supplies	9,238	8,945	9,000	9,000	9,000
3440	Miscellaneous	-	-	75	-	-
3510	Equipment	4,806	3,736	4,395	1,104	1,045
3520	Furniture	-	462	-	-	-
	Total	\$ 77,541	65,064	48,795	46,629	36,995
<u>Contractual Services</u>						
3620	Engineering Services	\$ -	-	-	-	-
3710	Legal Advertising	-	-	-	-	-
3770	Electricity & Gas	2,429	1,893	3,000	2,300	2,700
3780	Telephone	241	239	240	281	324
3850	Equipment Leasing	-	-	-	-	-
3860	Other Contractual Services	140,655	178,193	189,915	161,000	156,405
	Total	\$ 143,325	180,325	193,155	163,581	159,429
	Total Operating Expense	\$ 296,309	325,804	315,118	279,114	243,795
<u>Capital Outlay</u>						
4030	Improvements - Facilities	\$ 4,076	87,725	-	7,757	-
4040	Machinery & Equipment	64,825	-	1,025	963	-
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ 68,901	87,725	1,025	8,720	-
<u>Other Financing Uses</u>						
5000	Transfer - Out					
	A. Trf. to Escrow for Muni. Facility	\$ 225,000	-	-	-	-
	Total Appropriations	\$ 590,210	\$ 413,529	\$ 316,143	\$ 287,834	\$ 243,795

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) PRIO.	ITEM	FY '10 DEPT. REQUEST	FY '10 BOARD APPROVED	FY '11 DEPT. REQUEST	FY '11 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	Jackhammer	\$1,025	\$1,025			Base	Replace aging equipment
4040	Sewer Rodder	2,900	0	2,900	0	Supp	Drain opener for buildings
4040	Power Washer			5,320	0	Base	Replace 1994 Washer
4040	Riding Mower			2,976	0	Supp	Mower for tight areas, first since 1992

TOTAL \$3,925 \$8,296
REQUESTS APPROVED \$1,025 \$0

Cable TV Commission Fiscal Year '11



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 material on the Cable Access Channel 6.

The Village Board has established a goal of utilizing the Cable Access Channel 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, various educational videos will be displayed throughout the course of the year. Additionally, all regular Mokena Village Board meetings are "aired" both live and on tape delay.

STATUS OF GOALS FOR FY '10

1. Continue to tape community events. (C/100%)
2. Continue to update Village board meeting introductory segments. (C/100%)
3. Tape (6) public service type announcements. (A)

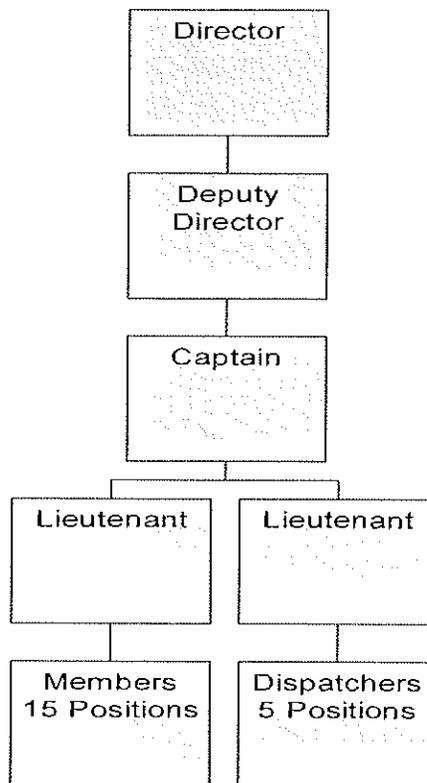
SIGNIFICANT GOALS FOR FY '11

1. Continue to tape community events.
2. Continue to update Village board meeting introductory segments.

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: Cable TV Commission [01-110]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	<u>Personal Services</u>					
3020	Salaries (Part Time)	\$ 6,200	7,700	8,200	8,200	8,200
	<u>Commodities</u>					
3210	Office Supplies	\$ 109	187	400	100	300
3230	Conferences, Mtgs. & Seminars	-	-	-	-	-
3300	Vehicle Expense (Gas)	-	-	-	-	-
3440	Miscellaneous	-	-	-	-	-
3510	Equipment	723	581	-	-	-
3520	Furniture	-	-	-	-	-
	Total	\$ 832	768	400	100	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	\$ 7,082	8,518	9,150	8,350	9,050
	<u>Capital Outlay</u>					
4040	Machinery & Equipment	\$ 2,067	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ 2,067	-	-	-	-
	Total Appropriations	\$ 9,149	8,518	9,150	8,350	9,050

Emergency Services and Disaster Agency Fiscal Year '11



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.

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 '10

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%)**
5. Work with Will County evidence technicians to host a scene/evidence preservation class. **(A)**
6. Work with Will County Sheriff's Department to host a Homeland Security presentation for all Village of Mokena residents and businesses. **(A)**

SIGNIFICANT 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.
2. Implement a regular schedule of public safety patrols no less than twice per month.
3. Provide ongoing online training courses for all members to attain FEMA Professional Development Series certifications.
4. Provide traffic and crowd management support for civic events.

VILLAGE OF MOKENA
Fiscal 2011 Budget: General Fund
Dept: E.S.D.A. [01-111]

		Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
<u>Personal Services</u>						
3020	Salaries (Part Time)	\$ 8,500	9,500	9,500	9,500	9,500
<u>Commodities</u>						
3210	Office Supplies	\$ 237	314	250	364	350
3230	Conferences, Mtgs. & Seminars	2,170	2,124	2,420	1,500	1,850
3240	Membership Dues	185	135	830	200	200
3250	Professional Development	112	113	500	484	500
3260	Publications	38	42	45	45	45
3280	Clothing & Personal Expense	2,989	2,763	3,140	2,700	2,818
3290	Printing	580	159	600	150	600
3300	Vehicle Expense (Gas)	4,616	4,747	5,100	3,600	5,100
3320	Maint: Vehicle & Motor Equip.	6,561	7,229	12,650	5,400	8,150
3330	Small Tools	144	-	200	200	200
3440	Miscellaneous	304	472	600	450	500
3510	Equipment	3,828	4,573	4,772	4,750	2,430
3520	Furniture	-	200	-	-	-
	Total	\$ 21,764	22,871	31,107	19,843	22,743
<u>Contractual Services</u>						
3690	Computer Program./Maint.	\$ 129	285	560	300	560
3780	Telephone	5,399	5,197	5,084	3,950	4,201
3790	Comm./Office Mach. Maint.	583	548	950	500	600
3850	Equipment Leasing	4,376	3,636	4,206	3,758	3,062
3860	Other Contractual Services	3,492	11,335	13,416	11,100	12,526
3880	Warning System Maintenance	972	3,978	2,500	2,000	2,500
	Total	14,951	24,979	26,716	21,608	23,449
	Total Operating Expense	\$ 45,215	57,350	67,323	50,951	55,692
<u>Capital Outlay</u>						
4020	Improvements - Other	\$ -	-	-	-	-
4030	Improvements - Facilities	-	-	-	-	-
4040	Machinery & Equipment	10,122	1,366	-	-	-
4080	Vehicle Acquisition	-	-	-	-	-
	Total Capital	\$ 10,122	1,366	-	-	-
	Total Appropriations	\$ 55,337	58,716	67,323	50,951	55,692

VILLAGE OF MOKENA
Fiscal 2011 Budget: Audit Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Taxes	\$ 6,510	6,391	6,500	6,772	7,000
Other Revenue	704	203	100	115	135
Total Revenue	\$ 7,214	6,594	6,600	6,887	7,135
Opening Cash Balance	\$ 16,035	17,399	15,811	15,872	16,301
Total Available for Spending	\$ 23,249	23,993	22,411	22,759	23,436
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Contractual Services	\$ 5,850	8,121	8,527	6,458	8,527
Total Appropriations	\$ 5,850	8,121	8,527	6,458	8,527
Ending Fund Balance	\$ 17,399	15,872	13,884	16,301	14,909

VILLAGE OF MOKENA
Fiscal 2011 Budget: Audit Fund
Revenue [02]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
200	<u>Taxes</u>					
2010	Property Tax	\$ 6,510	6,391	6,500	6,772	7,000
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 704	203	100	115	135
	Revenue Grand Total	\$ 7,214	6,594	6,600	6,887	7,135
	Opening Cash Balance	\$ 16,035	17,399	15,811	15,872	16,301
	Total Available for Spending	\$ 23,249	23,993	22,411	22,759	23,436

Appropriations [02-116]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	<u>Contractual Services</u>					
3610	Accounting Services	\$ 5,850	8,121	8,527	6,458	8,527

VILLAGE OF MOKENA
Fiscal 2011 Budget: Performance Bond Fund
Summary

<u>Revenues</u>	<u>Actual Fiscal '08</u>	<u>Actual Fiscal '09</u>	<u>Budgeted Fiscal '10</u>	<u>Estimated Fiscal '10</u>	<u>Board App. Fiscal '11</u>
Other Revenue	\$ 295,991	457,826	173,500	75,000	74,000
Total Revenue	\$ 295,991	457,826	173,500	75,000	74,000
Opening Cash Balance	\$ 565,969	599,872	799,873	839,232	609,232
Total Available for Spending	\$ 861,960	1,057,698	973,373	914,232	683,232
<u>Appropriations</u>	<u>Actual Fiscal '08</u>	<u>Actual Fiscal '09</u>	<u>Budgeted Fiscal '10</u>	<u>Estimated Fiscal '10</u>	<u>Board App. Fiscal '11</u>
Contractual Services	\$ 182,887	211,300	400,000	300,000	400,000
Other Financing Uses	79,201	7,166	3,500	5,000	4,000
Total Appropriations	\$ 262,088	218,466	403,500	305,000	404,000
Ending Fund Balance	\$ 599,872	839,232	569,873	609,232	279,232

VILLAGE OF MOKENA
Fiscal 2011 Budget: Performance Bond Fund
Revenue [04]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
290	Other Revenue					
2910	Interest Earnings	\$ 23,391	7,166	3,500	5,000	4,000
2940	Interfund Revenue	-	-	-	-	-
2970	Miscellaneous Income	272,600	450,660	170,000	70,000	70,000
	Total	\$ 295,991	457,826	173,500	75,000	74,000
	Revenue Grand Total	\$ 295,991	457,826	173,500	75,000	74,000
	Opening Cash Balance	\$ 565,969	599,872	799,873	839,232	609,232
	Total Available for Spending	\$ 861,960	1,057,698	973,373	914,232	683,232

Appropriations [04-118]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	Contractual Services					
3920	Performance Bond Refund	\$ 182,887	211,300	400,000	300,000	400,000
	Other Financing Uses					
4260	Interfund Transfer	79,201	7,166	3,500	5,000	4,000
	Total Appropriations	\$ 262,088	218,466	403,500	305,000	404,000

TOURISM FUND

Fiscal Year '11

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 corporate limits. The Village is currently receiving 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 2011 Budget: Tourism Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Taxes	\$ 50,836	46,311	46,000	40,300	40,000
Other Revenue	2,533	637	300	365	300
Total Revenue	\$ 53,369	46,948	46,300	40,665	40,300
Opening Cash Balance	\$ 57,353	55,910	56,658	59,539	47,480
Total Available for Spending	\$ 110,722	102,858	102,958	100,204	87,780
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Personal Services	\$ 29,747	23,162	36,259	35,687	33,032
Commodities	24,757	19,935	24,210	16,684	20,110
Contractual Services	308	222	800	353	350
Total Appropriations	\$ 54,812	43,319	61,269	52,724	53,492
Ending Fund Balance	\$ 55,910	59,539	41,689	47,480	34,288

VILLAGE OF MOKENA
Fiscal 2011 Budget: Tourism Fund
Revenue [05]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
200	Taxes					
2080	Hotel/Motel Tax	\$ 50,836	46,311	46,000	40,300	40,000
290	Other Revenue					
2910	Interest Earnings	\$ 2,533	637	300	365	300
	Revenue Grand Total	\$ 53,369	46,948	46,300	40,665	40,300
	Opening Cash Balance	\$ 57,353	55,910	56,658	59,539	47,480
	Total Available for Spending	\$ 110,722	102,858	102,958	100,204	87,780

Appropriations [05-119]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	Personal Services					
3010	Salaries (Full Time)	\$ 26,850	16,584	28,230	28,056	31,733
3040	Unemployment Contribution	53	30	62	52	41
3100	Hospital/Life Insurance	2,844	6,548	7,967	7,579	1,258
	Total	\$ 29,747	23,162	36,259	35,687	33,032
	Commodities					
3230	Conferences, Mtgs. & Seminars	\$ 3,332	2,721	5,410	1,198	3,100
3240	Membership Dues	11,509	9,091	11,180	10,745	9,990
3250	Professional Development	-	-	600	-	-
3260	Publications	995	895	1,000	800	1,000
3290	Printing	2,880	432	1,000	141	1,000
3440	Miscellaneous	-	775	-	-	-
3450	Public Relations	6,041	6,021	5,020	3,800	5,020
	Total	\$ 24,757	19,935	24,210	16,684	20,110
	Contractual Services					
3860	Other Contractual Services	\$ -	-	250	-	250
3870	Auto Mileage & Expense Reimb.	308	222	550	353	100
	Total	\$ 308	222	800	353	350
	Total Appropriations	\$ 54,812	43,319	61,269	52,724	53,492

VILLAGE OF MOKENA
Fiscal 2011 Budget: Special Tax Allocation Fund
Summary

<u>Revenues</u>	<u>Actual Fiscal '08</u>	<u>Actual Fiscal '09</u>	<u>Budgeted Fiscal '10</u>	<u>Estimated Fiscal '10</u>	<u>Board App. Fiscal '11</u>
Taxes	\$ -	-	7,361	1,394	2,778
Other Revenue	-	-	10	-	-
Total Revenue	\$ -	-	7,371	1,394	2,778
Opening Cash Balance	\$ -	-	-	-	1,394
Total Available for Spending	\$ -	-	7,371	1,394	4,172

<u>Appropriations</u>	<u>Actual Fiscal '08</u>	<u>Actual Fiscal '09</u>	<u>Budgeted Fiscal '10</u>	<u>Estimated Fiscal '10</u>	<u>Board App. Fiscal '11</u>
Commodities	\$ -	-	200	-	120
Contractual Services	-	-	-	-	2,658
Total Appropriations	\$ -	-	200	-	2,778
Ending Fund Balance	\$ -	-	7,171	1,394	1,394

VILLAGE OF MOKENA
Fiscal 2011 Budget: Special Tax Allocation Fund
Revenue [06]

		<u>Actual Fiscal '08</u>	<u>Actual Fiscal '09</u>	<u>Budgeted Fiscal '10</u>	<u>Estimated Fiscal '10</u>	<u>Board App. Fiscal '11</u>
200	<u>Taxes</u>					
2010	Property Tax	\$ -	-	7,361	1,394	2,778
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ -	-	10	-	-
	Revenue Grand Total	\$ -	-	7,371	1,394	2,778
	Opening Cash Balance	\$ -	-	-	-	1,394
	Total Available for Spending	\$ -	-	7,371	1,394	4,172

Appropriations [06-120]

		<u>Actual Fiscal '08</u>	<u>Actual Fiscal '09</u>	<u>Budgeted Fiscal '10</u>	<u>Estimated Fiscal '10</u>	<u>Board App. Fiscal '11</u>
	<u>Commodities</u>					
3220	Postage	\$ -	-	200	-	120
	<u>Contractual Services</u>					
3985	Surplus Funds Remittance	\$ -	-	-	-	2,658
	Total Appropriations	\$ -	\$ -	\$ 200	\$ -	\$ 2,778

VILLAGE OF MOKENA
Fiscal 2011 Budget: School Crossing Guard Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Taxes	\$ 21,962	22,948	23,697	24,643	24,295
Other Revenue	824	257	100	160	200
Total Revenue	\$ 22,786	23,205	23,797	24,803	24,495
Opening Cash Balance	\$ 18,247	19,370	20,234	20,434	24,270
Total Available for Spending	\$ 41,033	42,575	44,031	45,237	48,765
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Personal Services	\$ 21,233	21,715	23,155	20,210	22,742
Commodities	430	426	750	757	900
Contractual Services	-	-	200	-	200
Total Appropriations	\$ 21,663	22,141	24,105	20,967	23,842
Ending Fund Balance	\$ 19,370	20,434	19,926	24,270	24,923

VILLAGE OF MOKENA
Fiscal 2011 Budget: School Crossing Guard Fund
Revenue [07]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
200	<u>Taxes</u>					
2010	Property Tax	\$ 21,962	22,948	23,697	24,643	24,295
290	<u>Other Revenue</u>					
2910	Interest Earnings	824	257	100	160	200
	Revenue Grand Total	\$ 22,786	23,205	23,797	24,803	24,495
	Opening Cash Balance	\$ 18,247	19,370	20,234	20,434	24,270
	Total Available for Spending	\$ 41,033	42,575	44,031	45,237	48,765

Appropriations [07-121]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	<u>Personal Services</u>					
3020	Salaries (Part Time)	\$ 20,982	21,504	22,926	20,050	22,467
3040	Unemployment Contribution	251	211	229	160	275
	Total	\$ 21,233	21,715	23,155	20,210	22,742
	<u>Commodities</u>					
3280	Clothing & Personal Expense	\$ 380	376	550	707	700
3340	Traffic & Street Sign Material	-	-	150	-	150
3440	Miscellaneous	50	50	50	50	50
	Total	\$ 430	426	750	757	900
	<u>Contractual Services</u>					
3710	Legal Advertising	\$ -	-	200	-	200
	Total Appropriations	\$ 21,663	22,141	24,105	20,967	23,842

IMRF/FICA/MC FUND

Fiscal Year '11

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.

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. An IMRF employee must complete eight 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 2010 through December 2010 is 12.15% and the rate for January 2011 through June 2011 is 13.35%.

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. The rate for social security is 6.2% and is paid by both the employee and Village 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 2011 Budget: IMRF/FICA/MC Contribution Fund
Summary

Revenues	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Taxes	\$ 515,417	559,104	586,161	596,434	538,226
Intergovernmental Revenue - State	21,530	18,936	16,000	15,943	12,900
Other Revenue	7,869	2,604	1,200	1,300	2,000
Total Revenue	\$ 544,816	580,644	603,361	613,677	553,126
Opening Cash Balance	\$ 198,420	199,553	217,445	211,412	275,339
Total Available for Spending	\$ 743,236	780,197	820,806	825,089	828,465
Appropriations	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Personal Services	\$ 543,683	568,785	584,082	549,750	534,225
Total Appropriations	\$ 543,683	568,785	584,082	549,750	534,225
Ending Fund Balance	\$ 199,553	211,412	236,724	275,339	294,240

VILLAGE OF MOKENA
Fiscal 2011 Budget: IMRF/FICA/MC Contribution Fund
Revenue [08]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
200	Taxes					
2010	Property Tax	\$ 515,417	559,104	586,161	596,434	538,226
240	Intergovernmental Rev. - State					
2420	Personal Property Replacement	\$ 21,530	18,936	16,000	15,943	12,900
290	Other Revenue					
2910	Interest Earnings	\$ 7,869	2,604	1,200	1,300	2,000
	Revenue Grand Total	\$ 544,816	580,644	603,361	613,677	553,126
	Opening Cash Balance	\$ 198,420	199,553	217,445	211,412	275,339
	Total Available for Spending	\$ 743,236	780,197	820,806	825,089	828,465

Appropriations [08-122]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	Personal Services					
3050	Social Security (FICA) Contrib.	\$ 265,748	279,907	292,063	273,500	260,400
3051	Medicare Contribution	62,643	66,083	68,305	64,750	60,900
3070	IL Muni. Ret. Fund (IMRF) Contrib.	215,292	222,795	223,714	211,500	212,925
	Total Appropriations	\$ 543,683	568,785	584,082	549,750	534,225

POLICE PENSION FUND

Fiscal Year '11

SUMMARY OF BASIC FUNCTION

Section 5/3-101, Chapter 40 of the Illinois Compiled Statutes require 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.

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 14.55% of total annual salaries for full time sworn police personnel.

VILLAGE OF MOKENA
Fiscal 2011 Budget: Police Pension Fund
Summary

<u>Revenues</u>	<u>Actual Fiscal '08</u>	<u>Actual Fiscal '09</u>	<u>Budgeted Fiscal '10</u>	<u>Estimated Fiscal '10</u>	<u>Board App. Fiscal '11</u>
Taxes	\$ 473,517	519,421	603,254	612,040	617,104
Other Revenue	\$ 234,282	(284,273)	385,718	1,098,034	370,707
Total Revenue	\$ 707,799	235,148	988,972	1,710,074	987,811
Opening Cash Balance	\$ 6,128,900	6,732,280	6,927,621	6,846,672	8,370,012
Total Available for Spending	\$ 6,836,699	6,967,428	7,916,593	8,556,746	9,357,823

<u>Appropriations</u>	<u>Actual Fiscal '08</u>	<u>Actual Fiscal '09</u>	<u>Budgeted Fiscal '10</u>	<u>Estimated Fiscal '10</u>	<u>Board App. Fiscal '11</u>
Personal Services	\$ 89,987	104,647	162,503	162,503	165,957
Commodities	10,487	12,304	31,975	17,675	33,975
Contractual Services	3,945	3,805	34,400	6,556	35,800
Other Financing Uses	-	-	30,000	-	30,000

Total Appropriations	\$ 104,419	120,756	258,878	186,734	265,732
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Ending Fund Balance	\$ 6,732,280	6,846,672	7,657,715	8,370,012	9,092,091
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VILLAGE OF MOKENA
Fiscal 2011 Budget: Police Pension Fund
Revenue [09]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
200	Taxes					
2010	Property Tax	\$ 473,517	519,421	603,254	612,040	617,104
290	Other Revenue					
2910	Interest Earnings	\$ 210,284	155,235	150,000	220,000	150,000
2911	Short Term Capital Gain	9,929	-	-	-	-
2912	Long Term Capital Gain	340,423	-	-	-	-
2913	Realized Gain from Annuity	-	-	-	-	-
2916	Invest. Inc. - Market Fluctuations	(570,206)	(670,312)	-	650,000	-
2980	Member Contributions	243,852	230,804	235,718	228,034	220,707
	Total	\$ 234,282	(284,273)	385,718	1,098,034	370,707

Revenue Grand Total \$ 707,799 235,148 988,972 1,710,074 987,811

Opening Cash Balance \$ 6,128,900 6,732,280 6,927,621 6,846,672 8,370,012

Total Available for Spending \$ 6,836,699 6,967,428 7,916,593 8,556,746 9,357,823

Appropriations [09-123]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	Personal Services					
3020	Salaries (Part Time)	\$ -	-	-	-	-
3080	Pension Payment	89,987	104,647	162,503	162,503	165,957
3081	Disability Payment	-	-	-	-	-
	Total	\$ 89,987	104,647	162,503	162,503	165,957

	Commodities					
3230	Conferences, Mtgs. & Seminars	\$ 1,550	2,804	5,000	2,604	5,000
3240	Membership Dues	750	1,150	900	750	900
3440	Miscellaneous	8,187	8,350	26,075	14,321	28,075
	Total	\$ 10,487	12,304	31,975	17,675	33,975

	Contractual Services					
3630	Legal Services	\$ 200	1,500	12,000	4,078	13,000
3750	Public Officials Ins./Bonding	1,945	2,305	2,400	2,478	2,800
3930	Pension Refunds	-	-	20,000	-	20,000
	Total	\$ 3,945	3,805	34,400	6,556	35,800

	Other Financing Uses					
4280	Contingencies	\$ -	-	30,000	-	30,000

Total Appropriations \$ 104,419 120,756 258,878 186,734 265,732

MOTOR FUEL TAX FUND

Fiscal Year '11

STATUS OF GOALS FOR FY '10

Plattner Ln. (C/100%)
 Plattner Court (C/100%)
 Ashford Court (C/100%)
 Swinford Lane (C/100%)
 Swinford Court (C/100%)
 Old Castle Drive (C/100%)
 Willow (Cherry to Newport) (C/100%)
 Willow (Newport to Butt Joint) (C/100%)
 Kluth Drive (Wolf Rd. to Kluth Ct.) (C/100%)
 Kluth Court (Kluth Dr. to End) (C/100%)
 Granite (Wolf to Midland) (C/100%)

No road repairs are provided for in the FY '10 Motor Fuel Tax Fund. Road repairs are accounted for in the Capital Improvement, Repair and Replacement Fund for FY '10. The following roads are scheduled for FY '11:

SIGNIFICANT GOALS FOR FY '11

<u>Improvement Projects - 2010/11</u>	Estimated Cost
Duchess (Townline to Victorian)	\$48,756.27
Baron Dr. (Duchess to Camelot)	\$39,311.27
Camelot (Baron to Victoria)	\$25,461.89
Victorian Drive (195 th to Duchess)	\$72,290.66
Queens Court (Victorian to end)	\$14,715.01
Yorkshire Drive (195 th to 194 th)	\$42,391.27
Glennell (195 th to 197 th)	\$85,162.85
Pheasant Lane (Glennell to Glennell)	\$67,457.25
Pheasant Court (Pheasant Ln. to end)	\$28,896.55
Blyth Way (Regent to 195 th)	\$32,473.07
Regent (Kirkstone to 195 th)	\$52,685.96
Austin Court (Kirkstone to end)	\$29,935.60
Bristol Court (Kirkstone to end)	\$17,112.80
Galway Bay (Revere to Fintan)	\$47,210.02
Connemara Court (Galway to end)	\$22,517.51
Celtic Court (Galway to end)	\$23,897.51
2010/2011 Street Miles (Total) = 2.48	\$650,275.49

VILLAGE OF MOKENA
Fiscal 2011 Budget: State Motor Fuel Tax Fund
Summary

Revenues	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Intergovernmental Revenue - State	\$ 538,060	515,911	500,329	495,000	472,326
Other Revenue	14,074	2,888	2,000	270	500
Total Revenue	\$ 552,134	518,799	502,329	495,270	472,826
Opening Cash Balance	\$ 489,125	328,313	130,311	129,711	243,204
Total Available for Spending	\$ 1,041,259	847,112	632,640	624,981	716,030

Appropriations	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Personal Services	\$ 89,019	93,486	88,550	86,960	93,104
Commodities	197,055	223,173	300,000	255,956	300,000
Contractual Services	24,076	28,619	34,540	37,000	33,239
Capital Outlay	402,796	372,123	2,875	1,861	465
Total Appropriations	\$ 712,946	717,401	425,965	381,777	426,808

Ending Fund Balance	\$ 328,313	\$ 129,711	\$ 206,675	\$ 243,204	\$ 289,222
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VILLAGE OF MOKENA
Fiscal 2011 Budget: State Motor Fuel Tax Fund
Revenue [11]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
240	Intergovernmental Rev. - State					
2430	Motor Fuel Tax Allotment	\$ 538,060	515,911	500,329	495,000	472,326
290	Other Revenue					
2910	Interest Earnings	\$ 14,074	2,888	2,000	270	500
2940	Interfund Revenue	-	-	-	-	-
2970	Miscellaneous Revenue	-	-	-	-	-
	Total	\$ 14,074	2,888	2,000	270	500
	Revenue Grand Total	\$ 552,134	518,799	502,329	495,270	472,826
	Opening Cash Balance	\$ 489,125	328,313	130,311	129,711	243,204
	Total Available for Spending	\$ 1,041,259	847,112	632,640	624,981	716,030

Appropriations [11-125]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	Personal Services					
3030	Salaries (Overtime)	\$ 89,019	93,486	88,550	86,960	93,104
	Commodities					
3380	Salt	\$ 197,055	223,173	300,000	255,956	300,000
3440	Miscellaneous	-	-	-	-	-
	Total	\$ 197,055	223,173	300,000	255,956	300,000
	Contractual Services					
3620	Engineering Services	\$ 2,753	1,849	-	-	-
3860	Other Contractual Services	21,323	26,770	34,540	37,000	33,239
	Total	\$ 24,076	28,619	34,540	37,000	33,239
	Capital Outlay					
4010	Improvements - Streets & Alleys	\$ 402,796	372,123	2,875	1,861	465
4020	Improvements - Other	-	-	-	-	-
	Total	\$ 402,796	372,123	2,875	1,861	465
	Total Appropriations	\$ 712,946	717,401	425,965	381,777	426,808

REFUSE FUND

Fiscal Year '11

SUMMARY OF BASIC FUNCTION

Residential refuse pick-up is contracted through Nu-Way Disposal Service. Approximately 6,400 customers currently receive service on a weekly basis by Nu-Way Disposal. Residents are invoiced monthly on their water and sewer bill 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 \$24 and free leaf and branch pickup.



VILLAGE OF MOKENA
Fiscal 2011 Budget: Refuse Fund
Summary

Revenues	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Charges for Service	\$ 998,323	1,058,888	1,075,941	1,082,082	1,106,581
Other Revenue	8,962	5,909	6,505	5,494	5,910
Total Revenue	\$ 1,007,285	1,064,797	1,082,446	1,087,576	1,112,491
Opening Cash Balance	\$ 96,356	92,096	88,423	89,478	98,185
Total Available for Spending	\$ 1,103,641	1,156,893	1,170,869	1,177,054	1,210,676
Appropriations	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Commodities	\$ 7,950	11,880	14,175	12,285	14,175
Contractual Services	1,003,595	1,055,535	1,069,009	1,066,584	1,098,454
Total Appropriations	\$ 1,011,545	1,067,415	1,083,184	1,078,869	1,112,629
Ending Fund Balance	\$ 92,096	89,478	87,685	98,185	98,047

VILLAGE OF MOKENA
Fiscal 2011 Budget: Refuse Fund
Revenue [15]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
260	Charges for Service					
2710	Refuse Collection Charges	\$ 998,323	1,058,888	1,075,941	1,082,082	1,106,581
290	Other Revenue					
2910	Interest Earnings	\$ 3,782	997	500	670	850
2970	Miscellaneous Revenue	5,180	4,912	6,005	4,824	5,060
	Total	\$ 8,962	5,909	6,505	5,494	5,910
	Revenue Grand Total	\$ 1,007,285	1,064,797	1,082,446	1,087,576	1,112,491
	Opening Cash Balance	\$ 96,356	92,096	88,423	89,478	98,185
	Total Available for Spending	\$ 1,103,641	1,156,893	1,170,869	1,177,054	1,210,676

Appropriations [15-129]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	Commodities					
3450	Public Relations	\$ 7,950	11,880	14,175	12,285	14,175
	Contractual Services					
3610	Accounting Services	\$ 285	395	415	314	415
3730	Refuse Service	964,465	1,014,392	1,027,031	1,024,707	1,055,645
3840	Interfund Service Charge	38,845	40,748	41,563	41,563	42,394
	Total	\$ 1,003,595	1,055,535	1,069,009	1,066,584	1,098,454
	Total Appropriations	\$ 1,011,545	1,067,415	1,083,184	1,078,869	1,112,629

VILLAGE OF MOKENA
Fiscal 2011 Budget: Water & Sewer Fund
Summary

	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Revenues					
Water Department	\$ 3,366,063	3,309,929	3,635,028	3,584,720	3,551,824
Sewer Department	1,603,146	1,639,155	1,746,665	1,703,379	1,696,599
Total Revenue	\$ 4,969,209	4,949,084	5,381,693	5,288,099	5,248,423
Opening Cash Balance:					
Water Dept. - Operating	\$ 1,061,761	1,042,457	986,354	989,595	1,154,676
Water Dept. - Encumbered Res.	-	-	-	-	-
Sewer Dept. - Operating	576,744	477,780	398,777	398,518	457,362
Sewer Dept. - Encumbered Res.	-	-	-	-	-
Total Opening Cash Balance	\$ 1,638,505	1,520,237	1,385,131	1,388,113	1,612,038
Total Cash Available	\$ 6,607,714	6,469,321	6,766,824	6,676,212	6,860,461
Less: Water - Encum. Res.	\$ -	-	-	-	-
Sewer - Encum. Res.	-	-	-	-	-
Total Available for Spending	\$ 6,607,714	6,469,321	6,766,824	6,676,212	6,860,461
Appropriations					
	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Water Department	\$ 3,385,367	3,362,791	3,643,859	3,419,639	3,707,584
Sewer Department	1,702,110	1,718,417	1,775,961	1,644,535	1,823,644
Total Appropriations	\$ 5,087,477	5,081,208	5,419,820	5,064,174	5,531,228
Ending Cash Balance:					
Water Dept. - Operating	\$ 1,042,457	989,595	977,523	1,154,676	998,916
Sewer Dept. - Operating	477,780	398,518	369,481	457,362	330,317
Total Operating Cash	\$ 1,520,237	1,388,113	1,347,004	1,612,038	1,329,233
Water Dept. - Encumbered Res.	\$ -	\$ -	-	-	-
Sewer Dept. - Encumbered Res.	-	-	-	-	-
Total Encumbered Reserves	\$ -	-	-	-	-
Total Ending Fund Balance	\$ 1,520,237	1,388,113	1,347,004	1,612,038	1,329,233

WATER OPERATING FUND BUDGET SUMMARY

REVENUE

Current FY '10

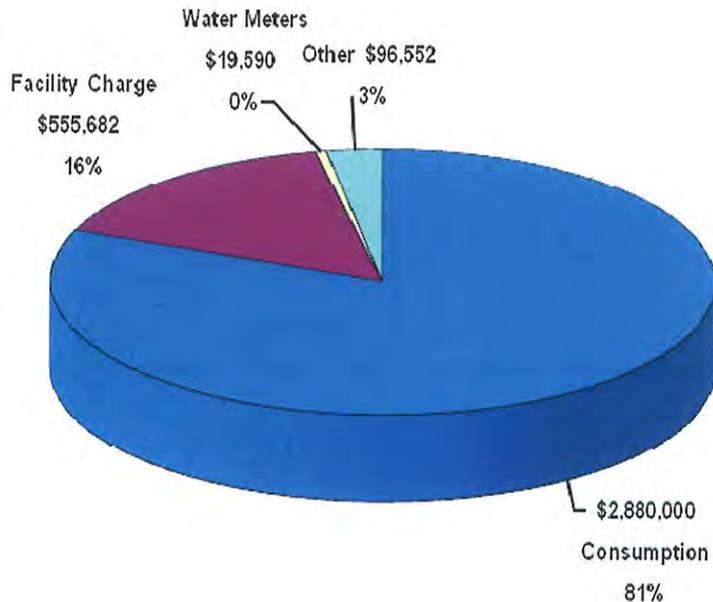
Estimated FY '10 Revenues are anticipated to be below budget by approximately (\$50.3K). This is primarily due to decreased water consumption and public improvement inspections being down (\$66.6K) with facility charges, meter installation, other charges, and interest earnings being up \$16.3K.

Proposed FY '11

FY '11 Revenues are budgeted to decrease below FY '10 levels by approximately (\$83K). Lower water consumption levels are being driven by the slowing economy.

Total Water Revenues for FY '11 are budgeted at \$3,551,824. 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



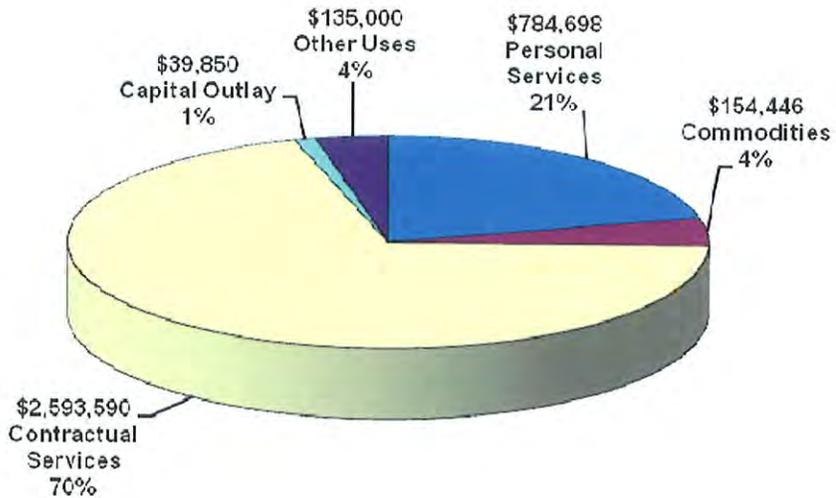
EXPENDITURES

Current FY '10 Estimated FY '10 expenditures are anticipated to be approximately (\$224K) less than budgeted. This is attributable to a decrease in the purchase of water meters (\$11K), lower electricity and gas costs (\$25K), lower water costs due to decreased consumption (\$64K) and the contingency line item (\$100K) not being utilized.

Proposed FY '11 FY '11 Water Operating Fund Expenditures are proposed to increase above FY '10 levels by approximately \$64K. This is mainly attributable to increases in water costs \$63K, workmens' compensation and liability insurance \$17K, postage associated with new forms \$7K, and bond principal \$40K. Other core expenditures will be reduced by (\$63K) resulting in a \$64K overall increase.

Total Water Expenses are budgeted at \$3,707,584. 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 '10

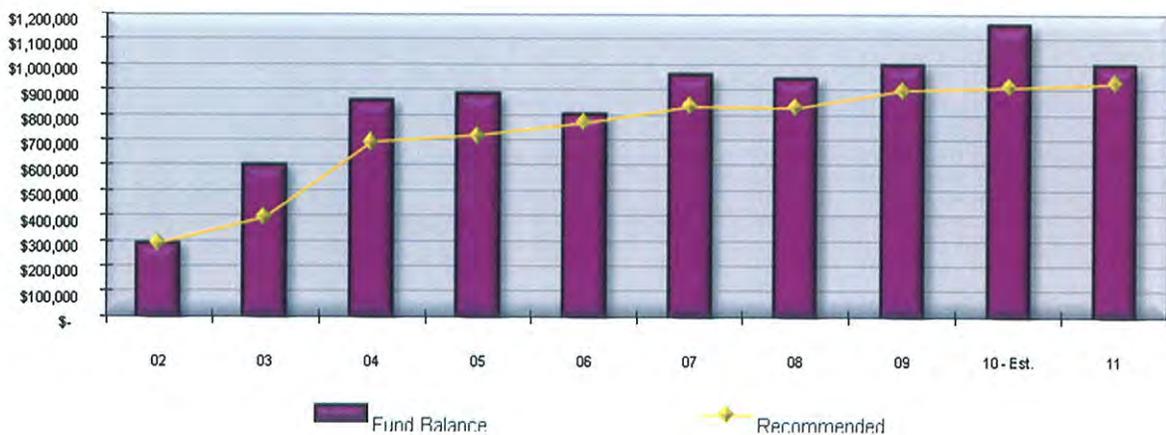
You will note the FY '10 Water Operating Fund estimated ending fund balance to be approximately \$1.15M. This is above the budgeted FY '10 balance by approximately \$177K. The rationale for this higher than projected year end cash position is as follows:

The actual FY '09 Year End Fund Balance was approximately \$3K above anticipated. Additionally, FY '10 revenues are anticipated to be (\$50K) below budget and FY '10 expenditures are forecasted to be below budget levels by approximately (\$224K).

Proposed FY '11

Below you will note the cash position of the Water Enterprise Fund for the last several budget cycles along with Proposed FY '11 levels. The proposed FY '11 year end balance is \$999K 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 02-11 Budgets



As previously mentioned, the Water Enterprise fund is operating in an efficient financial manner.

STATUS OF GOALS FOR FY '10

1. Complete Village wide watermain leak survey. **(C 100%)**
2. Paint 300 fire hydrants throughout the Village. **(C 100%)**
3. Seal coat asphalt at The Francis Road Pump Station. **(C 100%)**
4. Inspect all new commercial buildings throughout the Village for proper sprinkler meter installations. **(C 100%)**
5. Provide “in-house” SCADA training to all water department personnel. **(C 100%)**
6. Provide “in-house” monthly safety training to all water department personnel. (Tool box talks). **(C 100%)**
7. Provide support regarding Oak Lawn contract negotiations. **(C 100%)**

SIGNIFICANT GOALS FOR FY '11

1. Complete Village wide watermain 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. Purchase, install and train personnel on the new meter reading equipment and software.

VILLAGE OF MOKENA
Fiscal 2011 Budget: Water Department
Summary

Revenues	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Charges for Service	\$ 3,209,292	3,256,735	3,604,328	3,555,200	3,529,480
Other Revenue	156,771	53,194	30,700	29,520	22,344
Total Revenue	\$ 3,366,063	3,309,929	3,635,028	3,584,720	3,551,824
Opening Cash Balance:					
Operating Balance	\$ 1,061,761	1,042,457	986,354	989,595	1,154,676
Encumbered Reserve Balance	\$ -	-	-	-	-
Total Cash Balance	\$ 4,427,824	4,352,386	4,621,382	4,574,315	4,706,500
Less: Encum. Reserves	\$ -	-	-	-	-
Total Available for Spending	\$ 4,427,824	4,352,386	4,621,382	4,574,315	4,706,500
Appropriations	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Personal Services	\$ 783,762	813,005	804,231	801,213	784,698
Commodities	179,385	163,040	138,437	119,508	154,446
Contractual Services	2,393,095	2,329,263	2,508,591	2,405,812	2,593,590
Capital Outlay	29,125	22,483	57,600	58,106	39,850
Other Financing Uses	-	35,000	135,000	35,000	135,000
Total Appropriations	\$ 3,385,367	3,362,791	3,643,859	3,419,639	3,707,584
Ending Operating Balance	\$ 1,042,457	989,595	977,523	1,154,676	998,916
Encumbered Reserve Balance	\$ -	-	-	-	-
Ending Fund Balance	\$ 1,042,457	989,595	977,523	1,154,676	998,916

VILLAGE OF MOKENA
Fiscal 2011 Budget: Water Department
Revenue [16]

		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '08</u>	<u>Fiscal '09</u>	<u>Fiscal '10</u>	<u>Fiscal '10</u>	<u>Fiscal '11</u>
260	<u>Charges For Service</u>					
2610	Water Sales	\$ 2,541,492	2,618,321	2,962,710	2,899,750	2,880,000
2640	Facility Charge	521,253	540,304	547,248	553,150	555,682
2660	Water Meter Installation	84,846	31,221	25,970	29,300	19,590
2690	Other Charges	61,701	66,889	68,400	73,000	74,208
	Total	\$ 3,209,292	3,256,735	3,604,328	3,555,200	3,529,480
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 46,540	16,782	7,000	9,520	10,000
2970	Miscellaneous Income	110,231	36,412	23,700	20,000	12,344
	Total	\$ 156,771	53,194	30,700	29,520	22,344
	Revenue Grand Total	\$ 3,366,063	3,309,929	3,635,028	3,584,720	3,551,824
	Opening Cash Balance:					
	Operating Balance	\$ 1,061,761	1,042,457	986,354	989,595	1,154,676
	Encumbered Reserve Balance	\$ -	-	-	-	-
	Total Cash Available	4,427,824	4,352,386	4,621,382	4,574,315	4,706,500
	Less: Encum. Res. Balance	\$ -	-	-	-	-
	Total Available for Spending	\$ 4,427,824	4,352,386	4,621,382	4,574,315	4,706,500

VILLAGE OF MOKENA
Fiscal 2011 Budget: Water Department
Appropriations [16-130]

	<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>	
	<u>Fiscal '08</u>	<u>Fiscal '09</u>	<u>Fiscal '10</u>	<u>Fiscal '10</u>	<u>Fiscal '11</u>	
Personal Services						
3010	Salaries (Full Time)	\$ 496,642	521,333	525,686	540,500	498,249
3020	Salaries (Part Time)	7,482	6,945	1,321	101	-
3030	Salaries (Overtime)	16,927	14,479	16,587	11,000	15,065
3040	Unemployment Contribution	1,234	922	1,130	666	1,104
3050	FICA Contribution	32,312	33,683	33,703	34,200	31,825
3051	Medicare Contribution	7,569	7,891	7,882	8,000	7,443
3060	Workmen's Compensation	31,205	33,257	24,027	22,952	32,316
3070	IMRF Contribution	59,572	62,847	63,275	63,800	65,448
3100	Hospital/Life Insurance	130,819	131,648	130,620	119,994	133,248
	Total	\$ 783,762	813,005	804,231	801,213	784,698
Commodities						
3210	Office Supplies	\$ 2,235	1,506	1,700	1,500	1,700
3220	Postage	10,467	10,734	11,530	15,500	18,685
3230	Conferences, Mtgs. & Seminars	1,382	874	533	149	430
3240	Membership Dues	213	385	780	466	535
3250	Professional Development	1,686	25	868	-	380
3260	Publications	84	52	62	29	30
3270	Liability Insurance	14,488	21,251	16,679	16,679	25,409
3280	Clothing & Personal Expenses	3,304	3,322	3,700	3,000	3,700
3290	Printing	2,770	3,545	4,625	3,100	3,800
3300	Vehicle Expense (Gasoline)	16,450	12,878	15,120	15,000	18,000
3310	Maint. - Bldgs., Sts., & Grnds.	9,241	5,602	9,500	6,600	8,500
3320	Maint. - Vehicles & Motor Equip.	7,541	6,128	7,200	7,200	7,200
3330	Small Tools	1,742	1,399	900	250	340
3360	Repair Materials	13,540	15,323	14,000	9,000	15,000
3380	Stone & Sand	1,767	3,312	2,000	3,171	3,000
3410	Water Meters - New Construction	77,342	45,878	26,185	26,072	15,760
3411	Water Meters - Replacements	-	17,788	11,200	-	21,490
3440	Miscellaneous	37	336	30	1,025	958
3450	Public Relations	6,232	5,200	4,375	6,950	4,960
3460	Chemicals	1,940	2,253	2,630	2,630	2,834
3510	Equipment	6,148	5,249	4,820	1,187	1,735
3520	Furniture	776	-	-	-	-
	Total	\$ 179,385	163,040	138,437	119,508	154,446

VILLAGE OF MOKENA
Fiscal 2011 Budget: Water Department
Appropriations [16-130]

	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
<u>Contractual Services</u>					
3610 Accounting Services	\$ 2,376	3,297	3,460	2,620	3,460
3620 Engineering Services	28,357	-	1,000	-	500
3630 Legal Services	601	-	750	1,500	750
3640 Physical Exams	410	55	350	5	350
3690 Computer Program./Maint.	7,068	3,950	4,665	9,800	12,015
3710 Legal Advertising	110	-	200	-	200
3750 Public Officials Ins./Bonding	-	-	60	61	-
3770 Electricity & Gas	114,968	99,376	112,000	87,000	105,000
3780 Telephone	9,504	15,405	17,425	18,000	17,142
3790 Comm./Office Machine Maint.	789	812	850	830	850
3840 Interfund Service Charge	69,364	72,763	74,218	74,218	75,702
3850 Leased Equipment	552	654	740	575	701
3860 Other Contractual Services	93,243	88,236	80,750	65,000	91,290
3870 Auto Mileage & Expense Reimb.	202	62	303	13	50
3890 Bond Principal	220,000	230,000	240,000	240,000	280,000
3900 Bond Interest	172,313	89,231	116,428	116,428	87,713
3910 Utility Deposit Refunds	-	-	100	-	100
3950 Contractual Payments	264,812	284,976	272,654	271,550	272,187
3960 Lake Water Costs	1,373,426	1,440,446	1,582,638	1,518,212	1,645,580
3961 Joint System Maintenance	35,000	-	-	-	-
Total	\$ 2,393,095	2,329,263	2,508,591	2,405,812	2,593,590
Total Operating Expenses	\$ 3,356,242	3,305,308	3,451,259	3,326,533	3,532,734
<u>Capital Outlay</u>					
4020 Improvements - Other	\$ -	-	-	-	-
4030 Improvements - Facilities	-	-	-	-	-
4040 Machinery & Equipment	3,632	1,200	-	1,414	39,850
4050 Improvements & Extensions	-	-	-	-	-
4080 Vehicle Acquisition	25,493	21,283	57,600	56,692	-
4100 Office Furniture	-	-	-	-	-
Total	\$ 29,125	22,483	57,600	58,106	39,850
<u>Other Financing Uses</u>					
4280 Contingencies	\$ -	-	100,000	-	100,000
5000 Transfer - Out	-	-	-	-	-
A. Trf. to Escrow for Joint System	-	35,000	35,000	35,000	35,000
Total	\$ -	35,000	135,000	35,000	135,000
Total Appropriations	\$ 3,385,367	3,362,791	3,643,859	3,419,639	3,707,584

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) PRIO.	ITEM	FY '10 DEPT. REQUEST	FY '10 BOARD APPROVED	FY '11 DEPT. REQUEST	FY '11 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4080	1 Ton Dump Truck w/Plow & Spreader	\$57,600	\$57,600			Base	Replace WS5
4080	1 Ton Dump Truck w/Plow & Spreader (50%)	28,800	0	\$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

TOTAL \$86,400 \$101,150
REQUESTS APPROVED \$57,600 \$39,850

SEWER OPERATING FUND BUDGET SUMMARY

REVENUES

Current FY '10

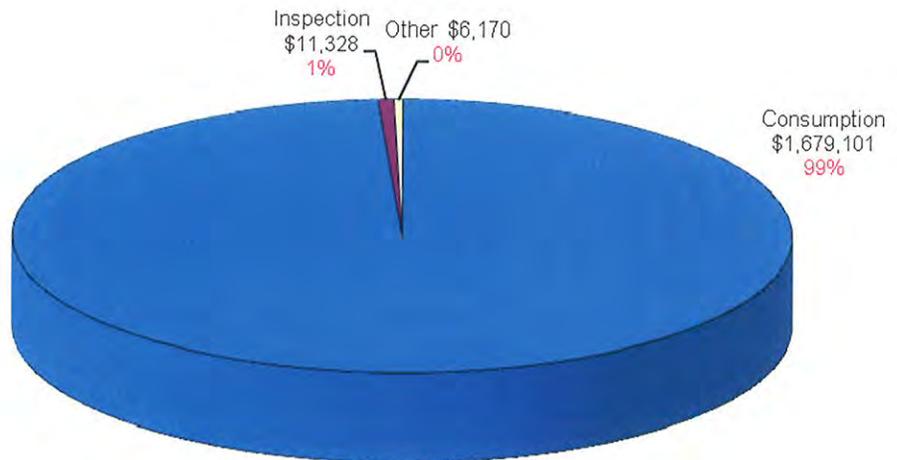
Estimated FY '10 Revenues are anticipated to be under budget by approximately (\$43K). Customer billables were under projection due to lower water consumption (\$45.7K) and other revenues were up \$2.5K.

Proposed FY '11

FY '11 Revenues are budgeted to be less than FY '10 levels by approximately (\$50K). The primary reasons for the decrease are lower consumption demands (\$42K) and decreased development related revenue (\$8K).

Total Sewer Revenues for FY '11 are budgeted at \$1,696,599. 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



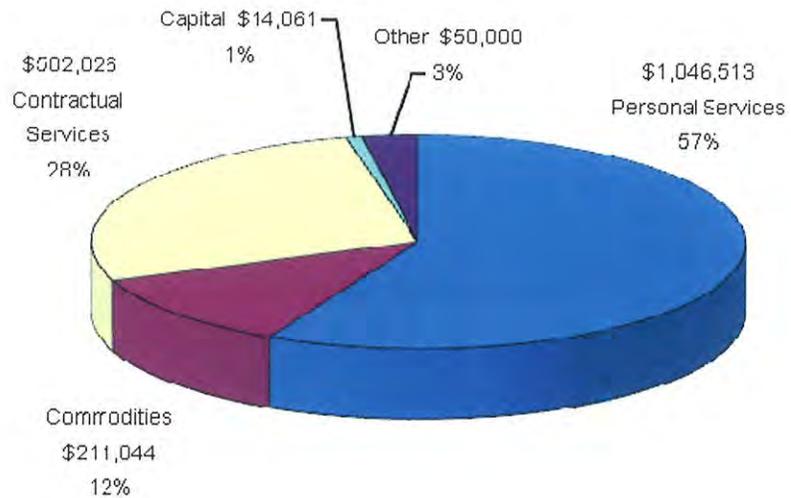
EXPENDITURES

Current FY '10 Estimated FY '10 expenditures are anticipated to be (\$131K) below budget. This is mainly attributable to personnel costs being down (\$48K) due to attrition, decrease in electricity and gas costs (\$25K), and (\$45K) of the contingency line item not being utilized.

Proposed FY '11 FY '11 Sewer Fund Expenditures are proposed to increase above FY '10 budget levels by approximately \$48K. This is primarily due to increases in workmens' compensation and liability insurance \$24.5K, postage associated with the new forms \$7K, and an upgrade to the control panel at the Forestview lift station \$14K.

Total FY '11 Sewer Expenses are budgeted at \$1,823,644. 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 '10

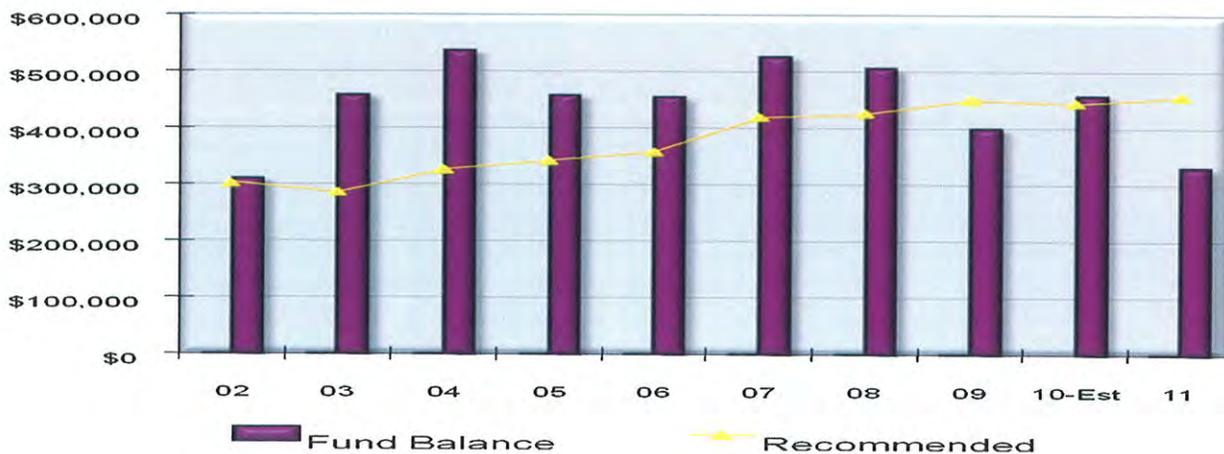
You will note the FY '10 Sewer Operating Fund estimated ending fund balance to be approximately \$457K. This is above the budgeted FY '10 balance by approximately \$88K. The rationale for this higher than projected year end cash position is as follows:

FY '10 revenues are anticipated to be (\$43K) less than budgeted and FY '10 expenditures are forecasted to be below budget levels by approximately (\$131K).

Proposed FY '11

Below you will note the cash position of the Sewer Enterprise fund for the last several budget cycles along with Proposed FY '11 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 '11 fund balance is \$330K and is 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 02-11



STATUS OF GOALS FOR FY '10

1. Replacement of 10 evergreen trees on the WWTP property. **(C 100%)**
2. Continue manhole rehabilitation program. A total of 50 manholes will be rehabilitated in FY10.
(C 100%)
3. Vacuum, jet, and clean grease from wet wells and (6) lift stations. **(D 0%)**
4. Oversee the final engineering design of the WWTP expansion from 2.5 to 3.3 MGD. **(C/U 83%)**
5. Oversee the final engineering design of the excess flow lagoon. **(C/U 83%)**
6. Incorporate 5 additional lift stations into the SCADA system. **(C 100%)**
7. Provide “in-house” SCADA training to all sewer department personnel. **(C 100%)**
8. Provide “in-house” monthly safety training to all sewer department personnel. (Tool box talks)
(C 100%)

SIGNIFICANT GOALS FOR FY '11

1. Replacement of 10 evergreen trees on the WWTP property.
2. Continue manhole rehabilitation program. A total of 50 manholes will be rehabilitated in FY11.
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. Complete Phase 3 of the Lift Station SCADA Project.
7. Provide “in-house” SCADA training to all sewer department personnel.
8. Upgrade Control Panel at the Forrestview Lift Station.

VILLAGE OF MOKENA
Fiscal 2011 Budget: Sewer Department
Summary

	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Revenues					
Charges for Service	\$ 1,535,813	1,614,001	1,735,245	1,689,864	1,690,429
Other Revenue	67,333	25,154	11,420	13,515	6,170
Total Revenue	\$ 1,603,146	1,639,155	1,746,665	1,703,379	1,696,599
Opening Cash Balance:					
Operating Balance	\$ 576,744	477,780	398,777	398,518	457,362
Encumbered Reserve Balance	-	-	-	-	-
Total Cash Balance	\$ 2,179,890	2,116,935	2,145,442	2,101,897	2,153,961
Less: Encum. Reserves	\$ -	-	-	-	-
Total Available for Spending	\$ 2,179,890	2,116,935	2,145,442	2,101,897	2,153,961
	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Appropriations					
Personal Services	\$ 991,910	1,034,205	1,034,676	986,315	1,046,513
Commodities	174,667	198,889	189,519	182,628	211,044
Contractual Services	482,395	462,840	501,766	468,980	502,026
Capital Outlay	53,138	22,483	-	1,414	14,061
Other Financing Uses	-	-	50,000	5,198	50,000
Total Appropriations	\$ 1,702,110	1,718,417	1,775,961	1,644,535	1,823,644
Ending Operating Balance	\$ 477,780	398,518	369,481	457,362	330,317
Encumbered Reserve Balance	\$ -	-	-	-	-
Ending Fund Balance	\$ 477,780	398,518	369,481	457,362	330,317

VILLAGE OF MOKENA
Fiscal 2011 Budget: Sewer Department
Revenue [16]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
260	Charges For Service					
2620	Sewer Charges	\$ 1,507,564	1,600,155	1,721,085	1,675,350	1,679,101
2680	Sewer Inspection Fees	28,249	13,846	14,160	14,514	11,328
	Total	\$ 1,535,813	1,614,001	1,735,245	1,689,864	1,690,429
290	Other Revenue					
2910	Interest Earnings	\$ 21,330	5,453	3,000	4,080	3,500
2970	Miscellaneous Income	46,003	19,701	8,420	9,435	2,670
	Total	\$ 67,333	25,154	11,420	13,515	6,170
	Revenue Grand Total	\$ 1,603,146	1,639,155	1,746,665	1,703,379	1,696,599
	Opening Cash Balance:					
	Operating Balance	\$ 576,744	477,780	398,777	398,518	457,362
	Encumbered Reserve Balance	\$ -	-	-	-	-
	Total Cash Available	\$ 2,179,890	2,116,935	2,145,442	2,101,897	2,153,961
	Less: Encum. Res. Balance	\$ -	-	-	-	-
	Total Available for Spending	\$ 2,179,890	2,116,935	2,145,442	2,101,897	2,153,961

VILLAGE OF MOKENA
Fiscal 2011 Budget: Sewer Department
Appropriations [16-131]

		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
	<u>Personal Services</u>	<u>Fiscal '08</u>	<u>Fiscal '09</u>	<u>Fiscal '10</u>	<u>Fiscal '10</u>	<u>Fiscal '11</u>
3010	Salaries (Full Time)	\$ 634,979	669,021	681,751	663,700	685,182
3020	Salaries (Part Time)	7,482	6,945	1,321	101	-
3030	Salaries (Overtime)	16,926	14,479	16,587	10,500	15,065
3040	Unemployment Contribution	1,565	1,168	1,438	829	1,517
3050	FICA Contribution	40,886	42,871	43,379	41,807	43,415
3051	Medicare Contribution	9,575	10,040	10,145	9,777	10,154
3060	Workmen's Compensation	36,728	39,143	28,279	27,014	38,036
3070	IMRF Contribution	75,491	80,042	81,440	78,000	89,282
3100	Hospital/Life Insurance	168,278	170,496	170,336	154,587	163,862
	Total	\$ 991,910	1,034,205	1,034,676	986,315	1,046,513
	Commodities					
3210	Office Supplies	\$ 2,235	1,506	1,700	1,500	1,700
3220	Postage	9,758	9,883	10,380	14,250	17,585
3230	Conferences, Mtgs. & Seminars	1,423	748	433	149	400
3240	Membership Dues	77	44	109	102	159
3250	Professional Development	2,555	25	270	-	80
3260	Publications	60	52	232	29	30
3270	Liability Insurance	24,457	35,873	28,155	28,155	42,892
3280	Clothing & Personal Expenses	3,228	3,216	3,700	3,000	3,700
3290	Printing	2,487	3,059	4,325	2,900	3,500
3300	Vehicle Expense (Gasoline)	17,243	14,098	15,120	15,000	18,000
3310	Maint. - Bldgs., Sts., & Grnds.	8,916	7,416	11,700	6,350	10,200
3320	Maint. - Vehicles & Motor Equip.	7,282	6,210	7,200	7,200	7,200
3330	Small Tools	1,845	458	465	-	290
3360	Repair Materials	286	335	1,200	500	800
3370	Janitorial Supplies	1,516	2,459	2,000	1,600	2,000
3380	Stone & Sand	499	500	500	559	500
3440	Miscellaneous	30	336	30	1,000	958
3460	Chemicals	86,835	110,481	100,000	100,000	100,000
3510	Equipment	3,360	2,190	2,000	334	1,050
3520	Furniture	575	-	-	-	-
	Total	\$ 174,667	198,889	189,519	182,628	211,044

VILLAGE OF MOKENA
Fiscal 2011 Budget: Sewer Department
Appropriations [16-131]

		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Contractual Services</u>	<u>Fiscal '08</u>	<u>Fiscal '09</u>	<u>Fiscal '10</u>	<u>Fiscal '10</u>	<u>Fiscal '11</u>
3610	Accounting Services	\$ 2,764	3,836	4,026	3,049	4,026
3620	Engineering Services	2,357	-	1,500	-	750
3630	Legal Services	-	115	250	-	250
3640	Physical Exams	301	55	350	-	350
3690	Computer Program./Maint.	7,068	3,950	4,665	9,500	12,015
3700	Sludge Removal	52,480	44,612	50,750	54,000	50,750
3710	Legal Advertising	34	-	100	-	100
3750	Public Officials Ins./Bonding	-	-	60	61	-
3770	Electricity & Gas	277,705	280,927	295,000	270,000	290,000
3780	Telephone	4,226	4,626	5,122	5,050	5,172
3790	Comm./Office Machine Maint.	789	812	850	830	850
3840	Interfund Service Charge	69,364	72,763	74,218	74,218	75,702
3850	Leased Equipment	612	654	715	715	701
3860	Other Contractual Services	62,970	48,679	62,320	50,000	59,720
3870	Auto Mileage & Expense Reimb.	225	291	275	13	50
3890	Bond Principal	-	-	-	-	-
3900	Bond Interest	-	-	-	-	-
3950	Contractual Payments	1,500	1,520	1,565	1,544	1,590
	Total	\$ 482,395	462,840	501,766	468,980	502,026
	Total Operating Expenses	\$ 1,648,972	1,695,934	1,725,961	1,637,923	1,759,583
	<u>Capital Outlay</u>					
4030	Improvements - Facilities	\$ -	-	-	-	-
4040	Machinery & Equipment	27,665	1,200	-	1,414	14,061
4050	Improvements & Extensions	-	-	-	-	-
4080	Vehicle Acquisition	25,473	21,283	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total	\$ 53,138	22,483	-	1,414	14,061
	<u>Other Financing Uses</u>					
4280	Contingencies	\$ -	-	50,000	5,198	50,000
5000	Transfer - Out	-	-	-	-	-
	A. Plant Replacement Fund	-	-	-	-	-
	B. Plant Expansion Fund	-	-	-	-	-
	Total	\$ -	-	50,000	5,198	50,000
	Total Appropriations	\$ 1,702,110	1,718,417	1,775,961	1,644,535	1,823,644

MUNICIPAL PARKING LOT FUND

Fiscal Year '11

SUMMARY OF BASIC FUNCTION

The Front Street lot (located just East of Wolf Road and 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 to the LaSalle Street Station.

Parking revenues are derived on a \$1 daily basis and utilized to subsidize the cost of operating and maintaining the parking facilities.



VILLAGE OF MOKENA
Fiscal 2011 Budget: Municipal Parking Lot Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Charges for Service	\$ 294,606	270,149	271,250	247,000	245,000
Other Revenue	5,632	1,965	1,915	1,374	1,516
Total Revenue	\$ 300,238	272,114	273,165	248,374	246,516
Opening Cash Balance	\$ 130,546	93,355	71,418	69,789	55,742
Total Available for Spending	\$ 430,784	365,469	344,583	318,163	302,258
	<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
<u>Appropriations</u>	<u>Fiscal '08</u>	<u>Fiscal '09</u>	<u>Fiscal '10</u>	<u>Fiscal '10</u>	<u>Fiscal '11</u>
Personal Services	\$ 101,295	117,600	122,580	116,810	137,280
Commodities	28,447	8,772	8,050	2,100	7,250
Contractual Services	149,952	158,058	140,296	140,086	132,638
Capital Outlay	1,485	-	4,600	3,425	-
Other Financing Uses	56,250	11,250	-	-	-
Total Appropriations	\$ 337,429	295,680	275,526	262,421	277,168
Ending Fund Balance	\$ 93,355	69,789	69,057	55,742	25,090

VILLAGE OF MOKENA
Fiscal 2011 Budget: Municipal Parking Lot Fund
Revenue [17]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
260	<u>Charges for Service</u>					
2630	Parking Fees	\$ 294,606	270,149	271,250	247,000	245,000
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 4,628	950	900	360	500
2970	Miscellaneous Income	1,004	1,015	1,015	1,014	1,016
	Total	\$ 5,632	1,965	1,915	1,374	1,516
	Revenue Grand Total	\$ 300,238	272,114	273,165	248,374	246,516
	Opening Cash Balance	\$ 130,546	93,355	71,418	69,789	55,742
	Total Available for Spending	\$ 430,784	365,469	344,583	318,163	302,258

VILLAGE OF MOKENA
Fiscal 2011 Budget: Municipal Parking Lot Fund
Appropriations [17-132]

		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '08	Fiscal '09	Fiscal '10	Fiscal '10	Fiscal '11
<u>Personal Services</u>						
3010	Salaries (Full Time)	\$ 40,023	51,123	54,160	51,838	89,279
3020	Salaries (Part Time)	27,897	30,294	33,383	31,047	4,937
3030	Salaries (Overtime)	566	382	586	400	588
3040	Unemployment Contribution	425	342	369	254	262
3050	FICA Contribution	4,250	5,076	5,464	5,165	5,878
3051	Medicare Contribution	994	1,187	1,278	1,210	1,375
3060	Workmen's Compensation	8,009	8,535	6,166	5,891	8,294
3070	IMRF Contribution	7,925	9,525	10,258	9,660	7,634
3100	Hospital/Life Insurance	11,206	11,136	10,916	11,345	19,033
	Total	\$ 101,295	117,600	122,580	116,810	137,280
<u>Commodities</u>						
3280	Clothing & Personal Expenses	\$ 773	612	1,200	200	400
3310	Maint: Bldgs., Sts., & Grnds.	24,684	7,347	5,300	1,200	5,300
3340	Traffic & Street Sign Material	2,990	778	1,500	700	1,500
3440	Miscellaneous	-	35	50	-	50
	Total	\$ 28,447	8,772	8,050	2,100	7,250
<u>Contractual Services</u>						
3610	Accounting Services	\$ 325	451	474	359	474
3620	Engineering Services	1,016	-	-	-	-
3710	Legal Advertising	-	-	150	100	150
3760	Street Lighting - Energy Charge	4,456	4,805	5,700	4,600	5,300
3780	Telephone	2,177	2,255	1,160	1,260	180
3840	Interfund Service Charge	65,036	68,223	69,587	69,587	70,979
3860	Other Contractual Services	69,999	74,431	55,325	56,280	47,525
3890	Bond Principal	-	-	-	-	-
3900	Bond Interest	-	-	-	-	-
3950	Contractual Payments	6,943	7,893	7,900	7,900	8,030
	Total	\$ 149,952	158,058	140,296	140,086	132,638
<u>Capital Outlay</u>						
4020	Improvements: Other	\$ 1,485	-	-	-	-
4040	Machinery & Equipment	-	-	4,600	3,425	-
4080	Vehicle Acquisitions	-	-	-	-	-
	Total	\$ 1,485	-	4,600	3,425	-
<u>Other Financing Uses</u>						
5000	Transfer - Out	\$ 56,250	11,250	-	-	-
	Total Appropriations	\$ 337,429	295,680	275,526	262,421	277,168

VILLAGE OF MOKENA
Fiscal 2011 Budget: Sewer System Capital Improvement Fund
Summary

Revenues	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Exaction Fees	\$ -	-	-	-	-
Charges for Service	228,462	82,538	105,288	114,536	85,488
Other Revenue	63,570	13,786	9,700	7,000	6,650
Total Revenue	\$ 292,032	96,324	114,988	121,536	92,138
Opening Cash Balance	\$ 1,583,949	1,296,447	1,083,453	1,073,963	895,499
Total Available for Spending	\$ 1,875,981	1,392,771	1,198,441	1,195,499	987,637
Appropriations	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Contractual Services	\$ 152	-	8,066	-	8,066
Capital Outlay	99,382	78,808	70,000	60,000	94,000
Other Financing Uses	480,000	240,000	260,000	240,000	260,000
Total Appropriations	\$ 579,534	318,808	338,066	300,000	362,066
Ending Fund Balance	\$ 1,296,447	1,073,963	860,375	895,499	625,571

VILLAGE OF MOKENA
Fiscal 2011 Budget: Sewer System Capital Improvement Fund
Revenue [19]

		<u>Actual Fiscal '08</u>	<u>Actual Fiscal '09</u>	<u>Budgeted Fiscal '10</u>	<u>Estimated Fiscal '10</u>	<u>Board App. Fiscal '11</u>
254	<u>Exaction Fees</u>					
2560	Contributions	\$ -	-	-	-	-
260	<u>Charges for Service</u>					
2650	Tap-On Fees	\$ 228,462	82,538	105,288	114,536	85,488
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 63,570	13,786	9,700	7,000	6,650
Revenue Grand Total		\$ 292,032	96,324	114,988	121,536	92,138
Opening Cash Balance		\$ 1,583,949	1,296,447	1,083,453	1,073,963	895,499
Total Available for Spending		\$ 1,875,981	1,392,771	1,198,441	1,195,499	987,637

Appropriations [19-140]

		<u>Actual Fiscal '08</u>	<u>Actual Fiscal '09</u>	<u>Budgeted Fiscal '10</u>	<u>Estimated Fiscal '10</u>	<u>Board App. Fiscal '11</u>
	<u>Contractual Services</u>					
3620	Engineering Services	\$ -	-	8,066	-	8,066
3710	Legal Advertising	152	-	-	-	-
Total		\$ 152	-	8,066	-	8,066
	<u>Capital Outlay</u>					
4030	Improvements - Facilities	\$ -	-	-	-	-
4040	Machinery & Equipment	-	68,306	60,000	60,000	84,000
4050	Improvements & Extensions	99,382	10,502	10,000	-	10,000
4080	Vehicle Acquisition	-	-	-	-	-
Total		\$ 99,382	78,808	70,000	60,000	94,000
	<u>Other Financing Uses</u>					
4280	Contingencies	\$ -	-	20,000	-	20,000
5000	Transfer - Out					
	A. To Plant Expansion Fund	480,000	240,000	240,000	240,000	240,000
Total		\$ 480,000	240,000	260,000	240,000	260,000
Total Appropriations		\$ 579,534	318,808	338,066	300,000	362,066

VILLAGE OF MOKENA
Fiscal 2011 Budget: Water System Capital Improvement Fund
Summary

Revenues	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Exaction Fees	\$ -	-	-	-	-
Charges for Service	692,377	251,533	315,828	343,608	256,492
Other Revenue	44,018	7,325	5,700	3,750	7,200
Total Revenue	\$ 736,395	258,858	321,528	347,358	263,692
Opening Cash Balance	\$ 1,117,378	701,631	471,080	531,991	774,974
Total Available for Spending	\$ 1,853,773	960,489	792,608	879,349	1,038,666
Appropriations	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Contractual Services	\$ 86,294	164,285	-	4,375	38,750
Capital Outlay	965,848	164,213	-	-	-
Other Financing Uses	100,000	100,000	120,000	100,000	120,000
Total Appropriations	\$ 1,152,142	428,498	120,000	104,375	158,750
Ending Fund Balance	\$ 701,631	531,991	672,608	774,974	879,916

VILLAGE OF MOKENA
Fiscal 2011 Budget: Water System Capital Improvement Fund
Revenue [20]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
254	<u>Exaction Fees</u>					
2560	Contributions	\$ -	-	-	-	-
260	<u>Charges for Service</u>					
2650	Tap-On Fees	\$ 692,377	251,533	315,828	343,608	256,492
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 44,018	7,325	5,700	3,750	7,200
	Revenue Grand Total	\$ 736,395	\$ 258,858	\$ 321,528	\$ 347,358	\$ 263,692
	Opening Cash Balance	\$ 1,117,378	701,631	471,080	531,991	774,974
	Total Available for Spending	\$ 1,853,773	960,489	792,608	879,349	1,038,666

Appropriations [20-141]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	<u>Contractual Services</u>					
3620	Engineering Services	\$ 85,842	164,285	-	4,341	38,750
3630	Legal Services	338	-	-	34	-
3710	Legal Advertising	114	-	-	-	-
	Total	\$ 86,294	164,285	-	4,375	38,750
	<u>Capital Outlay</u>					
4050	Improvements & Extensions	\$ 965,848	164,213	-	-	-
4060	Land Acquisition	-	-	-	-	-
	Total	\$ 965,848	164,213	-	-	-
	<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	100,000
	Total	\$ 100,000	100,000	120,000	100,000	120,000
	Total Appropriations	\$ 1,152,142	428,498	120,000	104,375	158,750

SEWER PLANT REPLACEMENT FUND Fiscal Year '11

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 \$1million.



VILLAGE OF MOKENA
Fiscal 2011 Budget: Sewer Plant Replacement Fund
Summary

<u>Revenues</u>	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Other Revenue	\$ 43,954	10,850	7,000	5,600	9,250
Total Revenue	\$ 43,954	10,850	7,000	5,600	9,250
Opening Cash Balance	\$ 1,136,405	1,166,541	1,137,441	1,136,075	1,098,506
Total Available for Spending	\$ 1,180,359	1,177,391	1,144,441	1,141,675	1,107,756
<u>Appropriations</u>	<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
Contractual Services	\$ 2,101	-	-	-	-
Capital Outlay	11,717	41,316	57,260	43,169	34,230
Other Financing Uses	-	-	50,000	-	50,000
Total Appropriations	\$ 13,818	41,316	107,260	43,169	84,230
Ending Fund Balance	\$ 1,166,541	1,136,075	1,037,181	1,098,506	1,023,526

VILLAGE OF MOKENA
Fiscal 2011 Budget: Sewer Plant Replacement Fund
Revenue [21]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
290	Other Revenue					
2910	Interest Earnings	\$ 43,954	10,850	7,000	5,600	9,250
2940	Interfund Revenue - (From)					
	A. Sewer Department	-	-	-	-	-
	Total	\$ 43,954	10,850	7,000	5,600	9,250
	Revenue Grand Total	\$ 43,954	10,850	7,000	5,600	9,250
	Opening Cash Balance	\$ 1,136,405	1,166,541	1,137,441	1,136,075	1,098,506
	Total Available for Spending	\$ 1,180,359	1,177,391	1,144,441	1,141,675	1,107,756

Appropriations [21-142]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	Contractual Services					
3440	Miscellaneous	\$ -	-	-	-	-
3510	Machinery & Equipment	2,101	-	-	-	-
3620	Engineering Services	-	-	-	-	-
3710	Legal Advertising	-	-	-	-	-
	Total	\$ 2,101	-	-	-	-
	Capital Outlay					
4030	Improvements - Facilities	\$ -	-	14,900	15,169	-
4040	Machinery & Equipment	11,717	41,316	42,360	28,000	34,230
4050	Improvements & Extensions	-	-	-	-	-
	Total	\$ 11,717	\$ 41,316	\$ 57,260	\$ 43,169	\$ 34,230
	Other Financing Uses					
4280	Contingencies	\$ -	-	50,000	-	50,000
	Total Appropriations	\$ 13,818	41,316	107,260	43,169	84,230

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) PRIO.	ITEM	FY '10 DEPT. REQUEST	FY '10 BOARD APPROVED	FY '11 DEPT. REQUEST	FY '11 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	Backwash Waste Pump	\$7,000	\$7,000			Base	Replace aging equipment
4040	Sand Filter Pump	\$7,500	\$7,500			Base	Replace aging equipment
4040	Filter Agitator	\$4,370	\$4,370			Base	Replace aging equipment
4040	Receiver Pump	\$4,140	\$4,140			Base	Replace aging equipment
4040	Air Compressor	\$7,000	\$7,000			Base	Replace aging equipment
4040	Rebuild 100HP Motor	\$1,650	\$1,650			Base	Replace aging equipment
4040	TSS Oven (Lab)	\$2,200	\$2,200			Base	Replace aging equipment
4040	Chlorination Equipment	\$8,500	\$8,500			Base	Replace aging equipment
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

TOTAL See pg. 2 See pg. 2
 REQUESTS APPROVED See pg. 2 See pg. 2

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) PRIO.	ITEM	FY '10 DEPT. REQUEST	FY '10 BOARD APPROVED	FY '11 DEPT. REQUEST	FY '11 BOARD APPROVED	BASE/SUPP.	EXPLANATION
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

TOTAL \$42,360 \$34,230

REQUESTS APPROVED \$42,360 \$34,230

SEWER PLANT EXPANSION FUND

Fiscal Year '11

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 approximately \$240,000 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 11/12.



VILLAGE OF MOKENA
Fiscal 2011 Budget: Plant Expansion Fund
Summary

Revenues	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Exaction Fees	\$ -	-	-	-	-
Other Revenue	680,001	294,620	275,000	266,900	294,000
Total Revenue	\$ 680,001	294,620	275,000	266,900	294,000
Opening Cash Balance	\$ 5,284,445	5,935,611	6,203,476	6,204,937	6,446,837
Total Available for Spending	\$ 5,964,446	6,230,231	6,478,476	6,471,837	6,740,837
Appropriations	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Commodities	\$ -	-	-	-	-
Contractual Services	28,835	25,294	440,000	25,000	412,000
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	20,000	-	20,000
Total Appropriations	\$ 28,835	25,294	460,000	25,000	432,000
Ending Fund Balance	\$ 5,935,611	6,204,937	6,018,476	6,446,837	6,308,837

VILLAGE OF MOKENA
Fiscal 2011 Budget: Plant Expansion Fund
Revenue [22]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
254	<u>Exaction Fees</u>					
2560	Contributions	\$ -	-	-	-	-
290	<u>Other Revenue</u>					
2900	Proceeds - Sale of Property	\$ -	-	-	-	-
2910	Interest Earnings	200,001	54,620	35,000	26,900	54,000
2940	Interfund Revenue - (From)					
	A. Sewer Department	-	-	-	-	-
	B. Sewer System Capital Imp.	480,000	240,000	240,000	240,000	240,000
	Total	\$ 680,001	294,620	275,000	266,900	294,000
	Revenue Grand Total	\$ 680,001	294,620	275,000	266,900	294,000
	Opening Cash Balance	\$ 5,284,445	5,935,611	6,203,476	6,204,937	6,446,837
	Total Available for Spending	\$ 5,964,446	6,230,231	6,478,476	6,471,837	6,740,837

Appropriations [22-143]

		<u>Actual</u> <u>Fiscal '08</u>	<u>Actual</u> <u>Fiscal '09</u>	<u>Budgeted</u> <u>Fiscal '10</u>	<u>Estimated</u> <u>Fiscal '10</u>	<u>Board App.</u> <u>Fiscal '11</u>
	<u>Commodities</u>					
3440	Miscellaneous	\$ -	-	-	-	-
	<u>Contractual Services</u>					
3620	Engineering Services	\$ 28,835	25,294	440,000	25,000	412,000
3630	Legal Services	-	-	-	-	-
3710	Legal Advertising	-	-	-	-	-
	Total	\$ 28,835	25,294	440,000	25,000	412,000
	<u>Capital Outlay</u>					
4030	Improvements - Facilities	\$ -	-	-	-	-
4060	Land Acquisition	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total	\$ -	-	-	-	-
	<u>Other Financing Uses</u>					
4280	Contingencies	\$ -	-	20,000	-	20,000
	Total Appropriations	\$ 28,835	25,294	460,000	25,000	432,000

CAPITAL IMPROVEMENT, REPAIR AND REPLACEMENT FUND

Fiscal Year '11

SUMMARY OF BASIC FUNCTION

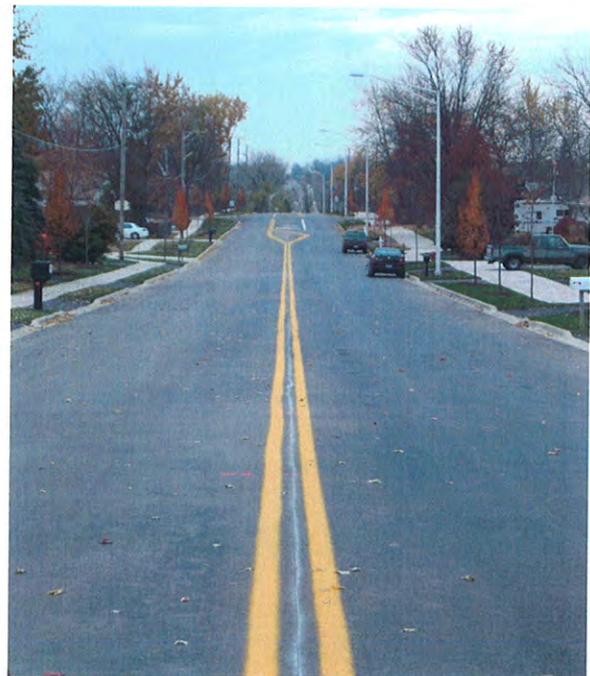
This fund has been established as an escrow account for capital projects that are normally long term in nature. Included in this fund are sub categories for municipal parking facilities, water/sewer improvements, municipal facilities and general infrastructure. Revenues are collected and deposited into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



191st Street/Everett



U.S. 30/Wolf Road Intersection



Townline Road

VILLAGE OF MOKENA
Fiscal 2011 Budget: Capital Improvement, Repair & Replacement Fund
Summary

Revenues	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Municipal Parking Facilities	72,700	15,374	2,250	580	700
Water Improvements	191,696	182,827	175,400	172,500	194,300
187th & Wolf - Water/Sewer Utility	5,711	1,522	850	210	250
Municipal Facilities	273,686	20,664	100	7	-
General Infrastructure	1,755,448	1,458,237	2,160,750	1,662,995	1,471,852
Total	\$ 2,299,241	1,678,624	2,339,350	1,836,292	1,667,102
Total Revenue	\$ 2,299,241	1,678,624	2,339,350	1,836,292	1,667,102
Opening Cash Balance	\$ 14,101,581	9,943,642	5,372,516	7,425,372	6,840,960
Total Available for Spending	\$ 16,400,822	11,622,266	7,711,866	9,261,664	8,508,062
Appropriations	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Municipal Parking Facilities	184,452	-	26,400	-	26,400
Water Improvements	304,558	320,118	337,992	318,328	348,023
187th & Wolf - Water/Sewer Utility	-	-	-	-	-
Municipal Facilities	2,324,604	248,082	8,800	16,174	-
General Infrastructure	3,643,566	3,628,694	2,758,581	2,086,202	4,277,586
Total Appropriations	\$ 6,457,180	4,196,894	3,131,773	2,420,704	4,652,009
Ending Fund Balance	\$ 9,943,642	7,425,372	4,580,093	6,840,960	3,856,053

VILLAGE OF MOKENA
Fiscal 2011 Budget: Capital Improvement, Repair & Replacement Fund
Revenue [23]

	Project Name	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
	Municipal Parking Facilities					
2560	Contributions	\$ -	-	-	-	-
2910	Interest Earnings	16,450	4,124	2,250	580	700
2940	Interfund Revenue - (From)					
	A. Municipal Parking Lot	56,250	11,250	-	-	-
	Subtotal	\$ 72,700	15,374	2,250	580	700
	Water Improvements					
2560	Contributions	\$ -	-	-	-	-
2570	Recaptures	2,275	-	-	-	-
2900	Proceeds - Sale of Property	-	-	-	-	29,000
2910	Interest Earnings	60,684	47,827	40,400	37,500	30,300
2940	Interfund Revenue - (From)					
	A. Water Department	28,737	35,000	35,000	35,000	35,000
	B. Water System Capital Imp.	100,000	100,000	100,000	100,000	100,000
2950	Bond Proceeds	-	-	-	-	-
2970	Miscellaneous Income	-	-	-	-	-
	Subtotal	\$ 191,696	182,827	175,400	172,500	194,300
	187th & Wolf - Water/Sewer Utility					
2560	Contributions	\$ -	-	-	-	-
2570	Recapture	-	-	-	-	-
2910	Interest Earnings	5,711	1,522	850	210	250
	Subtotal	\$ 5,711	1,522	850	210	250
	Municipal Facilities					
2450	Capital Grant	\$ -	19,063	-	-	-
2560	Contributions	4,570	-	-	-	-
2910	Interest Earnings	44,116	1,601	100	7	-
2940	Interfund Revenue - (From)					
	A. General Fund - Bldgs & Grnds	225,000	-	-	-	-
	Subtotal	\$ 273,686	20,664	100	7	-

VILLAGE OF MOKENA
Fiscal 2011 Budget: Capital Improvement, Repair & Replacement Fund
Revenue [23]

	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Board App. Fiscal '11
Project Name					
General Infrastructure					
2030 Sales Tax	\$ 1,304,739	1,246,102	1,249,500	1,080,653	1,070,894
2450 Capital Grants	-	-	-	-	11,258
2560 Contributions	181,000	154,000	896,250	504,000	384,700
2570 Recapture	-	-	-	72,142	-
2900 Proceeds - Sale of Property	-	-	-	-	-
2910 Interest Earnings	269,709	58,135	15,000	6,200	5,000
2940 Interfund Revenue - (From)					
A. General Fund - Street Dept.	-	-	-	-	-
2950 Proceeds - Bond Sale	-	-	-	-	-
2970 Miscellaneous Income	-	-	-	-	-
Subtotal	\$ 1,755,448	\$ 1,458,237	\$ 2,160,750	\$ 1,662,995	\$ 1,471,852
Revenue Grand Total	\$ 2,299,241	\$ 1,678,624	\$ 2,339,350	\$ 1,836,292	\$ 1,667,102
Opening Cash Balance	\$ 14,101,581	9,943,642	5,372,516	7,425,372	6,840,960
Total Available for Spending	\$ 16,400,822	11,622,266	7,711,866	9,261,664	8,508,062

VILLAGE OF MOKENA
Fiscal 2011 Budget: Capital Improvement, Repair & Replacement Fund
Appropriations [23-144]

<u>Project Name</u>		<u>Actual Fiscal '08</u>	<u>Actual Fiscal '09</u>	<u>Budgeted Fiscal '10</u>	<u>Estimated Fiscal '10</u>	<u>Board App. Fiscal '11</u>
Municipal Parking Facilities						
3620	Engineering Services	\$ 9,485	-	-	-	-
3630	Legal Services	-	-	-	-	-
4010	Improvements - Streets & Alleys	174,967	-	-	-	-
4030	Improvements - Facilities	-	-	26,400	-	26,400
Subtotal		\$ 184,452	-	26,400	-	26,400
Water Improvements						
3620	Engineering Services	\$ -	-	-	-	-
3890	Bond Principal	-	-	-	-	-
3900	Bond Interest	-	-	-	-	-
3950	Contractual Payments	304,558	315,295	317,992	318,328	328,023
3961	Joint System Maintenance	-	4,823	20,000	-	20,000
4050	Improvements & Extensions	-	-	-	-	-
4060	Land Acquisition	-	-	-	-	-
Subtotal		\$ 304,558	320,118	337,992	318,328	348,023
187th & Wolf - Water/Sewer Utility						
3620	Engineering Services	\$ -	-	-	-	-
4050	Improvements & Extensions	-	-	-	-	-
Subtotal		\$ -	-	-	-	-
Municipal Facilities						
3620	Engineering Services	\$ 85,928	103,351	3,500	7,900	-
4030	Improvements - Facilities	1,379,325	144,731	5,300	8,274	-
4040	Machinery & Equipment	-	-	-	-	-
4060	Land Acquisition	859,351	-	-	-	-
4100	Office Furniture	-	-	-	-	-
Subtotal		\$ 2,324,604	248,082	8,800	16,174	-
General Infrastructure						
3620	Engineering Services	\$ 396,623	331,915	210,273	167,891	85,093
3860	Other Contractual Services	2,100	2,100	2,400	2,200	2,400
3890	Bond Principal	400,000	400,000	425,000	425,000	425,000
3900	Bond Interest	322,075	308,575	294,653	294,653	280,309
3950	Contractual Payments	-	-	-	-	-
4010	Improvements - Streets & Alleys	2,472,651	2,586,070	1,345,505	1,167,092	3,118,166
4030	Improvements - Facilities	-	-	-	-	-
4050	Improvements & Extensions	-	-	440,000	27,405	333,618
4060	Land Acquisition	50,117	34	40,750	1,961	33,000
Subtotal		\$ 3,643,566	3,628,694	2,758,581	2,086,202	4,277,586
Total Appropriations		\$ 6,457,180	\$ 4,196,894	\$ 3,131,773	\$ 2,420,704	\$ 4,652,009

FISCAL 2011 TRANSFERS			
Fund From	Fund To	Purpose	Amount
Performance Bond	General	Transfer Interest Earnings	\$ 4,000
Refuse	General	Interfund Service Charge	42,394
Water	General	Interfund Service Charge	75,702
Water	Capital Improvement	Lake Water Joint System Costs	35,000
Sewer	General	Interfund Service Charge	75,702
Parking Lot	General	Interfund Service Charge	70,979
Sewer System Capital	Plant Expansion	Future Plant Expansion	240,000
Water System Capital	Capital Improvement	Water Improvements	100,000
TOTALS			\$643,777

FISCAL YEAR 2010-11 SALARY SCHEDULE

DEPT.	EMPLOYEE NAME	POSITION	CURRENT SALARY	7/1/2010 SALARY	ESTIMATED BUDGETED SALARY	
POLICE	RAJEWSKI	CHIEF	\$ 111,063	\$ 111,063	\$ 111,063	
	SURDEL	COMMANDER	\$ 98,951	\$ 98,951	\$ 98,951	
	RANKOVICH	COMMANDER	\$ 98,951	\$ 98,951	\$ 98,951	
	O'DONNELL	SERGEANT	\$ 87,013	\$ 87,013	\$ 87,013	
	KELLER	SERGEANT	\$ 87,013	\$ 87,013	\$ 87,013	
	CARLSON	SERGEANT	\$ 87,013	\$ 87,013	\$ 87,013	
	WILLIFORD	SERGEANT	\$ 77,294	\$ 77,294	\$ 77,294	
	STUMPF	SERGEANT	\$ 76,582	\$ 76,528	\$ 76,528	
	HUTSON	OFFICER	\$ 68,483	*TBN	*TBN	
	BOARDMAN	OFFICER	\$ 68,483	*TBN	*TBN	
	BARNA	OFFICER	\$ 68,483	*TBN	*TBN	
	MINAS	OFFICER	\$ 68,483	*TBN	*TBN	
	STANGLEWICZ	OFFICER	\$ 68,483	*TBN	*TBN	
	LOUTHAN	OFFICER	\$ 68,483	*TBN	*TBN	
	MCKENNA	OFFICER	\$ 68,483	*TBN	*TBN	
	DEPOLO	OFFICER	\$ 68,483	*TBN	*TBN	
	KOWALCZYK	OFFICER	\$ 68,483	*TBN	*TBN	
	EXTON	OFFICER	\$ 68,483	*TBN	*TBN	
	DAMPF	OFFICER	\$ 68,483	*TBN	*TBN	
	GILLIAM	OFFICER	\$ 68,483	*TBN	*TBN	
	MCVICKER	OFFICER	\$ 68,483	*TBN	*TBN	
	BONZANI	OFFICER	\$ 65,513	*TBN	*TBN	
	CHLEBEK	OFFICER	\$ 65,513	*TBN	*TBN	
	DOGUIM	OFFICER	\$ 65,513	*TBN	*TBN	
	SELIN	OFFICER	\$ 59,575	*TBN	*TBN	
	MOSCATO	OFFICER	\$ 59,575	*TBN	*TBN	
	LANAGAN	OFFICER	\$ 56,605	*TBN	*TBN	
	MILLER	OFFICER	\$ 56,605	*TBN	*TBN	
	BALLANTINE	OFFICER	\$ 53,636	*TBN	*TBN	
	JOINER	OFFICER	\$ 53,636	*TBN	*TBN	
	CZARNECKI	OFFICER	\$ 50,667	*TBN	*TBN	
	PAYNE	OFFICER	\$ 50,667	*TBN	*TBN	
	OCONNOR	OFFICER	\$ 50,667	*TBN	*TBN	
	FABSIZAK	SECRETARY	\$ 44,832	\$ 44,832	\$ 44,832	
	LYONS	CUST. SER. CLERK	\$ 39,505	\$ 39,505	\$ 39,505	
	BARNES	CUST. SER. CLERK	\$ 32,389	\$ 32,389	\$ 32,389	
	ADM.	DOWNS	ADMINISTRATOR	\$ 137,599	\$ 137,599	\$ 137,599 **
		ZOELLNER	ASST. VIL. ADMIN.	\$ 91,373	\$ 91,373	\$ 91,373
		DAMRON	FINANCE DIR.	\$ 103,792	\$ 103,792	\$ 103,792
		FRIELING	ADM. ASSISTANT	\$ 52,941	\$ 52,941	\$ 52,941
		SWYNDRO	ACCTNG. CLERK	\$ 48,498	\$ 48,498	\$ 48,498
		GLASS	SECRETARY	\$ 42,656	\$ 42,656	\$ 42,656
		EVANS	CUST. SER. CLERK	\$ 35,409	\$ 35,409	\$ 35,409
		FOSTER	CUST. SER. CLERK	\$ 32,389	\$ 32,389	\$ 32,389
		PEARSON	ENGINEER	\$ 107,797	\$ 107,797	\$ 107,797
COMM. DEV.	ZORDAN	DEV. DIRECTOR	\$ 105,775	\$ 105,775	\$ 105,775	
	YOCKEY	PLANNER	\$ 51,138	\$ 51,138	\$ 51,138	
	ZISKA	PLANNING TECH.	\$ 39,282	\$ 39,282	\$ 39,282	
	SMITH	SECRETARY	\$ 43,949	\$ 43,949	\$ 43,949	
	SICKLES	SECRETARY	\$ 36,482	\$ 36,482	\$ 36,482	
	MASSEY	CODE ENFORCE.	\$ 49,824	\$ 49,824	\$ 49,824	

*To be negotiated.

**Includes \$5,000 Deferred Compensation

FISCAL YEAR 2010-11 SALARY SCHEDULE

DEPT.	EMPLOYEE NAME	POSITION	CURRENT SALARY	7/1/2010 SALARY	ESTIMATED BUDGETED SALARY
PUBLIC WORKS	TIBERI	DIRECTOR	\$ 100,544	\$ 100,544	\$ 100,544
	HEIM	WW CHIEF OPER.	\$ 94,223	\$ 94,223	\$ 94,223
	SIWINSKI	WW AUXIL OPER.	\$ 75,760	*TBN	*TBN
	MANNIS	WW PLANT MECH.	\$ 67,964	*TBN	*TBN
	BUTLER	WW AUXIL OPER.	\$ 59,236	*TBN	*TBN
	DELANEY	WW AUXIL OPER.	\$ 75,760	*TBN	*TBN
	ORR	WW AUXIL OPER.	\$ 59,236	*TBN	*TBN
	CORDOVA	WW AUXIL OPER.	\$ 59,236	*TBN	*TBN
	PETROW,W.	WW AUXIL OPER.	\$ 59,236	*TBN	*TBN
	GORAVICA	WW AUXIL OPER.	\$ 57,510	*TBN	*TBN
	KOSCHETZ	WW AUXIL OPER.	\$ 55,835	*TBN	*TBN
		WW AUXIL OPER.	\$ -	*TBN	*TBN
		WW AUXIL OPER.	\$ -	*TBN	*TBN
	WALENGA	METER READER	\$ 46,276	*TBN	*TBN
	VAN DYKE	METER READER	\$ 42,349	*TBN	*TBN
	MURPHY	METER READER	\$ 46,276	*TBN	*TBN
	FLOREY	AUTO MECHANIC	\$ 67,964	*TBN	*TBN
	DETLOFF	SUPERINTENDENT	\$ 88,847	\$ 88,847	\$ 88,847
	CLAY	ST. FOREMAN	\$ 69,963	*TBN	*TBN
	SANDERS	MAINT. WORKER II	\$ 59,636	*TBN	*TBN
	WILHELM	MAINT. WORKER I	\$ 50,540	*TBN	*TBN
	SKOLDS	MAINT. WORKER I	\$ 50,540	*TBN	*TBN
	SMITH	MAINT. WORKER I	\$ 50,540	*TBN	*TBN
	CULLEN	MAINT. WORKER I	\$ 50,540	*TBN	*TBN
	ANGONE	MAINT. WORKER I	\$ 49,068	*TBN	*TBN
	DORNBOS	MAINT. WORKER I	\$ 46,252	*TBN	*TBN
	PETROW, R.	MAINT. WORKER I	\$ 44,904	*TBN	*TBN
	PELOQUIN	ENGINEER	\$ 68,112	\$ 68,112	\$ 68,112
	PICKRUM	SECRETARY	\$ 35,681	\$ 35,681	\$ 35,681
	KOSOLA	SECRETARY	\$ 37,864	\$ 37,864	\$ 37,864
			\$ 5,067,853	\$ 2,244,727	\$ 2,244,727
Part Time:					
	Mayor	\$9,300/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: 7/1/2010					
	Karpola	\$16.14			
	Oehmen	\$15.98			

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, September 14, 2009

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 8:07 p.m.

ROLL CALL

The following Trustees were present:

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

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

Absent: Village Clerk Patt

Fiscal Year 2010 Budget Update

During Monday's work session, Administrator Downs updated the Board regarding the current status of our recently adopted FY 10 Budget. Even though only a little over two months have passed since the budget became effective, Staff has learned that forecasted economic conditions have deteriorated below levels anticipated when the budget was adopted.

Recently revised income and sales tax forecasts will likely require staff to take some corrective measures to address the anticipated revenue shortfall.

Below are the key issues:

- The Illinois Municipal League recently revised their per capita income and local use tax forecasts.
- These revised forecasts (if accurate) would result in a decrease (under budget) of almost (\$250K) in general fund revenues during FY 10.
- In addition, the Village's sales tax data for the first three months of FY 10 are tracking about 10% below that of forecasted receipts while running fairly consistent with the State-wide averages over the last seven months.
- If this trend continues, this could result in a decrease of an additional \$300K in the general fund.
- Together, these two revenue sources could be (\$550K+/-) below the FY 10 budget.

- Obviously, a revenue reduction of this significance will require some additional budget reductions.
- The attached power point touches on some of these highlights including an overview of the budget reductions already implemented going into this fiscal year.

Mokena FY 10 Budget Update

Work Session of September 14, 2009

- Recap of FY 10 Budget Preparation
- Revised Revenue Estimates
- Updated FY 10 Budget Status
- Report on Progress to address Revenue Shortfall

FY 09 Budget Reductions (major funds) Last Year's Budget

Operating Fund	FY 09 Budgeted Exp.	FY 09 Anticipated Expenditure	FY 09(Difference)
GF	\$8.96M	\$8.3M	(\$660K)
Water	\$3.58M	\$3.36M	(\$226K)
Sewer	\$1.8M	\$1.72M	(\$80K)
Parking Lot	\$316K	\$297K	(\$19K)
TOTAL	\$14.7M	\$13.7M	(\$985K)

Overall FY 10 Budget

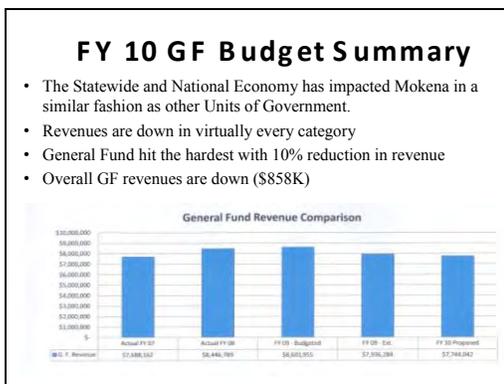
- Revenues down 6.6%
- Represent a decline in most revenue categories
- Budget to Budget Comparisons

REVENUES	FY 09 Budget	FY 10 Budget	\$ Inc/(Dec.)	% Change
Taxes	\$9,542,343	\$8,804,059	(\$738,284)	(7.74%)
Fines	\$307,000	\$347,000	\$40,000	13.03%
License/Permits	\$1,125,834	\$924,500	(\$201,334)	(17.88%)
Service Charge	\$7,322,086	\$7,107,880	(\$214,206)	(2.93%)
Grants/Trans.	\$351,660	\$310,328	(\$41,332)	(11.75%)
Development	\$1,063,501	\$1,271,250	\$207,749	19.53%
Other	\$1,586,742	\$1,126,425	(\$460,317)	(29.01%)
TOTAL	\$21,299,166	\$19,891,442	(\$1,407,724)	(6.61%)

Overall FY 10 Budget

- Overall Expenditures down almost 21%
- All categories reduced with capital spending down \$4.6M or 68%
- This year's budget includes reduction in forces

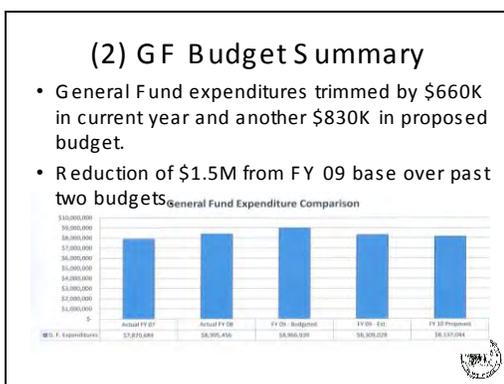
	FY 09 Budget	FY 10 Budget	\$ Inc/(Dec.)	% Change
Personal Serv.	\$8,397,323	\$8,291,237	(\$106,086)	(1.26%)
Commodities	\$1,492,625	\$1,483,258	(\$9,367)	(.63%)
Contract Serv.	\$8,804,314	\$8,099,989	(\$704,325)	(8.00%)
Capital Outlay	\$6,783,015	\$2,146,215	(\$4,636,800)	(68.36%)
Other/Trans	\$820,000	\$818,500	(\$1,500)	(.18%)
TOTAL	\$26,297,277	\$20,839,199	(\$5,458,078)	(20.76%)



General Fund Revenue Summary

Revenues	Actual Fiscal '07	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '09	Estimated Fiscal '09	Budgeted Fiscal '10	Amount of Change	% of Change
Taxes	\$9,992,708	\$8,532,246	\$8,277,907	\$9,312,960	\$8,810,796	\$7,265,267	(\$1,547,533)	-16.87%
Licenses	\$21,609	\$21,375	\$22,859	\$24,634	\$19,784	\$19,500	(\$2,134)	-9.34%
Permits	\$46,062	\$37,730	\$65,656	\$81,200	\$18,800	\$205,000	(\$176,200)	-88.22%
Intergovernmental Revenue - State	\$8,860	-	\$5,605	\$8,100	\$8,900	\$0,742	(\$7,358)	-83.67%
Intergovernmental Revenue - Local	\$22,574	\$41,643	\$42,609	\$54,497	\$54,497	\$59,588	\$5,091	9.16%
Erection Fees	\$50,759	\$3,305	\$1,142	\$5,291	-	-	(\$45,291)	-89.06%
Fees	\$28,265	\$25,728	\$53,595	\$307,000	\$372,800	\$47,000	\$40,000	13.03%
Other Revenue	\$642,455	\$71,157	\$99,027	\$178,643	\$454,708	\$96,957	(\$81,686)	-17.97%
Total Revenue	\$9,102,352	\$7,688,162	\$8,446,789	\$9,801,955	\$7,836,284	\$7,444,042	(\$392,913)	-4.97%

- Overall expected revenues of \$7.7 million
- Anticipated Revenue decline of (\$858K) or (10%)
- Main decreases include:
 - Sales tax=(\$445K)
 - Income/tax=(\$116K)
 - Building Permit revenues (\$176K)
 - Other revenues (\$195K)
- Revenues similar to FY 07 levels
- * Offset for Bond Proceeds

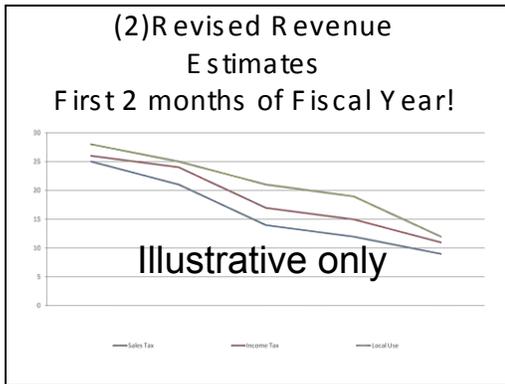
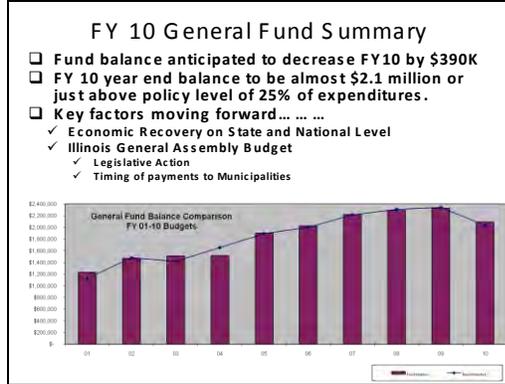
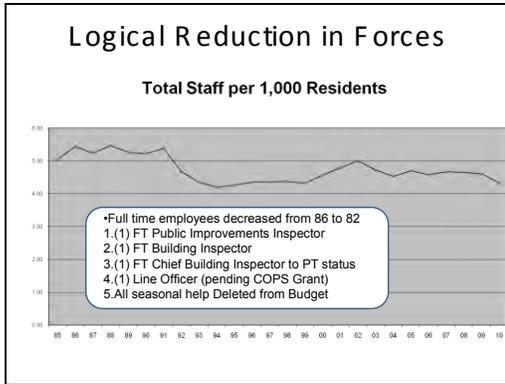


FY 10 General Fund Expenditure Summary

Expenditures	Actual Fiscal '07	Actual Fiscal '08	Budgeted Fiscal '09	Estimated Fiscal '09	Budgeted Fiscal '10	Amount of Change	% of Change
Personal Services	\$4,931,533	\$5,332,493	\$5,590,939	\$5,507,246	\$5,435,201	(\$155,729)	-2.79%
Commodities	\$886,549	\$866,692	\$920,856	\$803,019	\$775,942	(\$144,914)	-15.74%
Contractual Services	\$1,917,548	\$1,766,405	\$1,906,278	\$1,605,961	\$1,679,976	(\$226,302)	-11.87%
Capital Outlay	\$480,888	\$774,667	\$448,875	\$418,115	\$95,925	(\$352,950)	-78.63%
Other	\$100,000	\$100,000	\$100,000	\$1,236,437	\$100,000	\$50,000	50.00%
G.F. Total Expenditures	\$8,316,518	\$8,840,257	\$8,966,939	\$8,309,028	\$8,137,044	(\$172,985)	-2.08%

*Offset for bonds

- Overall anticipated expenditures of \$8.13 million
- Anticipated decrease of (\$830K) or (9.3%)
- Every objective of expenditure down
 - Personal Services (\$156K) or (3%)
 - Commodities (\$145K) or (16%)
 - Contractual Services (\$226) or (12%)
 - Capital Outlay (\$353K) or (79%)
 - Other +\$50K for contingency purposes



IML Revises Income/use tax projections!

- Income/Local use tax estimates revised from last April.
- Income tax reduced by \$11.30/capita or 13% (from \$88.30 to \$77.00)
- Local Use tax reduced by \$1.80/capita or 12% (from \$14.50 to \$12.70)
- Total expected revenue decline in FY 10 of \$245K.

Loss of Income/Local Use Revenue

Tax	FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Actual	FY 10 Adopted	FY 10 (08/09) Estimate
Income	\$76.35	\$84.22	\$92.02	\$91.08	\$88.30	\$77.00
State Use	\$11.88	\$12.91	\$13.57	\$14.44	\$14.50	\$12.70
Total	\$88.23	\$97.13	\$105.59	\$105.52	\$102.80	\$89.70

\$1,472,241 | \$1,610,565 | \$2,016,839 | \$1,878,514 | \$1,919,173.20 | \$1,674,609.30 | \$244,563.90 Difference

Sales Tax Revenues in FY 10

- According to IML-Statewide sales tax is down 10% so far this calendar year.
- Mokena's sales tax tracking at about the same pace.
- Anticipated revenue reduction based on this trend continuing is: \$300K+/-
- Combined with Income/Use tax decrease, we expect **GF** revenues to be down **\$545K** in FY 10.

Sales Tax Comparison

FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Actual	FY 10 Adopted	FY 10 Estimate August 2009
\$2,709,848	\$2,846,970	\$2,977,740	\$2,959,030	\$2,940,000	\$2,640,000

State of Illinois is two months behind on income tax distributions of approximately \$225K for Village with future unknown!

We are not alone!

44 city jobs on the chopping block
Mayor Arbia says administration's budget plan may have to go deeper after state tax dollars dropped again

How will Peoria patch budget?
Tax hikes for water, liquor and animal adoptions are among the options

Mayor warns of ongoing revenue shortfalls

Aurora deficit outlook: Grim

Libertyville sales tax receipts down 22%

Libertyville seeks new revenue sources

Financial expert: East St. Louis is broke; budget shows \$2.7 million deficit
Intervention has failed, former official says

Village staff working to trim \$700,000; Board to receive proposal next month

City of Quincy looks at tightening its belt because of tax revenue decline

New Lenox offers buyout to workers

63 Aurora employees lose jobs in layoffs

As village budget season nears, more cuts loom

As revenues drop, city draws from reserves

Tough times: Metro-east leaders say lower revenues may force budget cuts

FY 10 General Fund Summary

- ❑ FY 10 year end balance to be just over \$2.1 million or above policy level of 25% of expenditures.
- ❑ Revised forecasts showing (\$550K) decline in revenue will require revisiting that target amount.
- ❑ We must stay disciplined to maintain adequate fund balance levels to offset catastrophic or unknown conditions.
- ❑ Additional expenditure reductions will also be necessary.

Addressing the GF Revenue GAP

Say \$550K in "GAP"

- 1) Leaves no contingency funds
- 2) Reduces budgeted fund balance to 25%
- 3) Reduces fund balance to \$2M
- 4) Decreases expenditures by \$55K

- 1) Use budgeted Contingency of \$150K to offset revenue decline
Drops GAP to \$400K
- 2) Draw on fund balance above policy \$80K which Drops GAP to \$320K
- 3) Draw on additional fund balance of \$35K which drops GAP to \$285
- 4) Implement Additional Operational R reductions which drops GAP to \$230K

FY 10 YTD Proposed Budget Reductions with more to come!

Category	Amount
1 Personal Service	\$19,462
2 Commodities	\$32,129
3 Contractual Services	\$4,605
4 Capital	\$(532)
Total	\$55,844

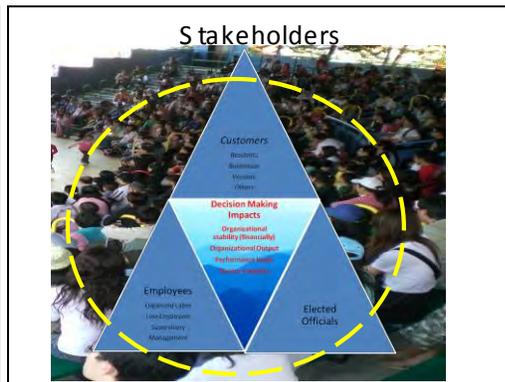
Most Notable Reductions

- 1) Not repainting white decorative stripes at Front and Wolf Intersection=\$1,500
- 2) Not replacing 1 line officer=\$8,150
- 3) Deleting 2 Mokena Updates=\$8,750
- 4) Total=\$18,400

Remaining "GAP" due to economic downturn!

- 1) Assess and implement further cost cutting opportunities.
 - ❑ Having little (if any) direct service impacts
- 2) Define service implications of further budget reductions.
 - ❑ Impacting programs or services
- 3) Develop plan to eliminate GAP of \$230-\$250K.
- 4) Communicate implications of plans to board and public.
- 5) Implement Plan as approved by Village Board.

\$230 - \$250K



Discussion:

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 8:53 p.m.

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, September 28, 2009

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 8:30 p.m.

ROLL CALL

The following Trustees were present:

John Mazzorana
Jane McGinn
George Metanias
Debbie Engler
Joe Siwinski

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

Absent: Trustee Labriola

Emerald Ash Borer

Public Works Director Lou Tiberi gave a power point presentation providing an informational update and Readiness Plan on the Emerald Ash Borer.

<p style="text-align: center;">EMERALD ASH BORER</p> <p style="text-align: center;">EAB</p> <p style="text-align: center;">INFORMATION UPDATE AND READINESS PLAN</p> 	<p style="text-align: center;">TONIGHT'S PRESENTATION</p> <ul style="list-style-type: none">□ History□ Local Affects□ Preparedness Plan□ About the EAB□ Symptoms□ Current Situation□ Public Awareness□ Mokena's Goals & Direction□ Timeline Implementation  <p style="text-align: right;">Green Ash</p>  <p style="text-align: right;">White Ash</p>
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<p style="text-align: center;">EAB BACKGROUND</p> <ul style="list-style-type: none">□ History<ul style="list-style-type: none">➢ Arrived from Asia in Wood Packing Cargo 2002➢ Michigan – Over 20 Million Affected Ash Trees□ Local<ul style="list-style-type: none">➢ Illinois – Cook, Kane, LaSalle, DuPage & Will➢ Frankfort Square, CC Hills & Hazelcrest➢ None to Date in Mokena□ Tree Board Preparedness Plan<ul style="list-style-type: none">➢ Tree City USA 	<p style="text-align: center;">ABOUT THE EMERALD ASH BORER</p> <ul style="list-style-type: none">□ Adult EAB<ul style="list-style-type: none">➢ Attacks Green & White Ash trees➢ Little Damage to tree➢ Lays eggs that produce larvae➢ Purple Detection Traps□ Larvae<ul style="list-style-type: none">➢ Immature Stage➢ Feeds on inner Bark➢ Disrupts ability to transport water & nutrients➢ Eventually killing the tree  
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<h3>SYMPTOMS OF EAB</h3> <ul style="list-style-type: none"> □ Overall Decline of tree □ Crown die-back □ "D" shaped exit holes □ Excess Woodpecker activity & damage □ Basal sprouting □ Larval galleries 	<h3>ASH TREE IDENTIFICATION (BRANCHES)</h3> 
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<h3>MOKENA CURRENT</h3> <ul style="list-style-type: none"> □ Inventory of ROW Trees including Ash Trees □ Ash Tree Population Reduction Plan □ Reviewing Policy/Ordinance for Diseased or Dead tree Removal and Fire Wood Movement <ul style="list-style-type: none"> ➢ Private / Public Trees □ Do Not Plant List "Ash Trees" Staff Level <ul style="list-style-type: none"> ➢ Residential Development - Staff Reviews ➢ Commercial Site - Staff Reviews ➢ Private Recommendations / Public ROW Trees 	<h3>PUBLIC AWARENESS</h3> <ul style="list-style-type: none"> □ Information for Residents <ul style="list-style-type: none"> ➢ E-News, Cable, Web Site, Board Meetings □ Employees informed & Knowledgeable <ul style="list-style-type: none"> ➢ Updates on new info □ Monitor Developers <ul style="list-style-type: none"> ➢ Residential / Commercial ➢ Public / Private □ Contact Contractors 
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<h3>MOKENA'S GOALS & DIRECTION</h3> <ul style="list-style-type: none"> □ Current Plan <ul style="list-style-type: none"> ➢ Monitor Trees for Symptoms ➢ Continue Inventory ➢ Removal of any Affected Trees □ Current Actions <ul style="list-style-type: none"> ➢ Continue Inventory ➢ Research Treatment Methods □ Future Direction <ul style="list-style-type: none"> ➢ Possible Ordinance Revisions 	<h3>ACTIVITY TIMELINE</h3> <ul style="list-style-type: none"> □ Inventory - Tree Board <ul style="list-style-type: none"> ➢ On Going Completed by 2011/12 □ Monitoring Trees - Staff <ul style="list-style-type: none"> ➢ In Place Currently with Staff □ Ordinance Revisions <ul style="list-style-type: none"> ➢ By April 2010 □ Ash Tree "Do Not Plant" <ul style="list-style-type: none"> ➢ In Place Currently with Staff Reviews □ Information <ul style="list-style-type: none"> ➢ Currently on Web Site & Cable ➢ Staff Updates on Going □ Treatment Method Review <ul style="list-style-type: none"> ➢ Pesticide Presentation to Tree Board 10/5 or 11/2 ➢ Recommendations for Budgeting FY2010/11 
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Discussion:

The Village Board members as well as the Mayor asked some general questions about the information that was presented and the effectiveness of the treatment methods for trees to prevent them from being cut down.

Lorrie Cerkvenik, the Chairman of the Mokena Tree Board was present and assisted Public Works Director Lou Tiberi in answering their questions.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 8:45 p.m.

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

Session 019

October 12, 2009

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:

Jane McGinn
John Mazzorana
George Metanias
Debbie Engler

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 Community Development Director Alan Zordan.

Absent: Trustees Don Labriola and Joe Siwinski

DISCOVER MOKENA

N/A

COMMUNITY CALENDAR

Clerk Patt presented the community calendar.

CONSENT AGENDA

Village Administrator John Downs presented (2) items on the Consent Agenda for the Boards approval. These items are strictly administrative in nature.

- a) Motion to adopt Ordinance No. 2009-O-039, an Ordinance pertaining to the classification and number of Liquor Licenses issued in the Village of Mokena; and to authorize the Village President and Village Clerk to execute same.
- b) Motion to approve the minutes from the September 28, 2009 Board Meetings.

Trustee Mazzorana made a motion to approve Consent Agenda Item 5 (a) and (b) as depicted in the October 8, 2009 Request for Board Action prepared by the Village Administrator. Trustee Engler seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Engler, Werner

NAYS: (0)

Absent: (2) Siwinski, Labriola

Motion carried

FINANCE REPORT/ACCOUNTS PAYABLE

Finance Director Barb Damron presented the Bill List for October totaling \$742,990.30. She highlighted the following bills to be paid.

- \$ 87,895.62 Austin Tyler Construction-Street Resurfacing & Patching Program
- \$ 19,917.50 Village of Tinley Park-Lake Water Oversizing Repayment

Trustee McGinn made a motion to approve the bill list in the amount of \$742,990.30. Trustee Metanias seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Engler, Werner
NAYS: (0)
Absent: (2) Siwinski, Labriola
Motion carried

APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS

Appointment of John Daniel McGrath and William R. Penn as Administrative Hearing Officers

Police Chief Randy Rajewski presented to the Board that in July 2009, the Board adopted a Municipal Ordinance Violation Enforcement Ordinance or M.O.V.E. pursuant to State Statute (ILCS 5/1-2.2.1). M.O.V.E. provides the ability to bring Ordinance violations contained within the Village Code e.g. Loitering, Curfew, Shoplifting and Soliciting without a Permit etc. under the purview of our existing Local Adjudication Program. A structural component necessary under the M.O.V.E. Program relates to the Administrative Hearing Officers who must be licensed attorneys in Illinois that have been practicing law for at least three years in order to preside over M.O.V.E. cases.

Staff's recommendation at that time was to maintain the Village's lone existing Hearing Officer in order to preside over Building Code Violations and that any Hearing Officer(s) procured to preside over M.O.V.E. and Parking cases would be selected from within the Community. Four local attorneys expressed interest in serving since the program was announced earlier this year. Staff conducted interviews with all of the candidates and felt that John Daniel McGrath and William R. Penn were best suited for the positions. Both attorneys will be completing a future training course provided by MSI on conducting M.O.V.E. hearings.

The hiring of Mr. McGrath and Mr. Penn is designed to increase efficiency and keep cases out of the crowded Will County court system. The two attorneys will hand down decisions on shoplifting, curfew violations, loitering, parking violation, and other local ordinance violations during monthly hearings at Village Hall. They will alternate months; only one will be present at each hearing.

Trustee Mazzorana made a motion to appoint John Daniel McGrath and William R. Penn as Administrative Hearing Officers for the Village of Mokena, effective October 12, 2009. Trustee Engler seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Engler, Werner
NAYS: (0)
Absent: (2) Siwinski, Labriola
Motion carried

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

N/A

PUBLIC HEARINGS

Trustee McGinn made a motion to open a public hearing to consider Annexation and Rezoning to the R-2, Single Family Zoning District of the property at 10661 LaPorte Road. Trustee Metanias seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Engler, Werner
NAYS: (0)
Absent: (2) Siwinski, Labriola
Motion carried

Community Development Director Alan Zordan presented to the Board that Katherine Fingello requests approval of a single lot annexation and rezoning to R-2, Single Family. The petitioner recently contacted the Will County Building Department with a home addition request and was informed that the existing septic system could not serve a larger home. As a result, the petitioner requests annexation because municipal water and sanitary sewer are located on LaPorte Road and could serve the property.

On August 17, 2009, the Village Board conceptually reviewed this request. There were no comments from the public and the Village Board directed staff to forward the request to the Planning Commission for a public hearing.

On September 17, 2009, the Planning Commission held a public hearing. No one from the public objected to the annexation request. The Planning Commission unanimously recommended approving the annexation, rezoning to R-2, Single Family, and waiving the exterior brick requirement for future additions to the principal structure.

There were no comments made by the public.

Trustee McGinn made a motion to close the public hearing. Trustee Metanias seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Engler, Werner

NAYS: (0)

Absent: (2) Siwinski, Labriola

Motion carried

Trustee Mazzorana made a motion to adopt Ordinance No. 2009-O-040 authorizing the execution of an Annexation Agreement between the Village of Mokena and Katherine Fingello, and authorize the Village President and Village Clerk to execute same. Trustee Engler seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Engler, Werner

NAYS: (0)

Absent: (2) Siwinski, Labriola

Motion carried

Trustee McGinn made a motion to adopt Ordinance No. 2009-O-041 annexing certain territory described therein, owned by Katherine Fingello, and authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Engler, Werner

NAYS: (0)

Absent: (2) Siwinski, Labriola

Motion carried

Trustee McGinn made a motion to adopt Ordinance No. 2009-O-042 rezoning certain territory described therein, owned by Katherine Fingello to R-2, Single Family Zoning and authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Engler, Werner

NAYS: (0)

Absent: (2) Siwinski, Labriola

Motion carried

OLD BUSINESS

N/A

NEW BUSINESS

Engineering Agreement Recommendation for Route 30 Street Lighting

Village Engineer Paul Pearson presented to the Board the Consultant recommendation for the Construction Related Engineering for Street Lighting at Route 30 and Wolf Road. This project includes roadway lighting along Route 30 as well as the north and south legs of Wolf Road within the limits of the ongoing intersection improvements. The limits of the lighting along Route 30 are the box culvert on the western limits to the entrance of the Township Complex on the east leg of Route 30. The overall length along Route 30 is approximately 2300 feet. Transitional lighting will be provided along both legs of Wolf Road. On the south leg lighting will be provided to the signalized intersection of Mokena Marketplace and lighting on the north leg will extend to the culvert north of the CVS entrance. In total, 39 new light poles will be installed at this intersection. This project was

bid by the State of Illinois on their September Letting and there were seventeen bidders for the project. The low bidder is Elmud and Nelson Company of Elgin in the amount of \$248,741.79. It is anticipated that IDOT will be awarding a contract to Elmud and Nelson within the next thirty days.

It is necessary that the Village enter into an agreement with a consultant capable of providing all the construction related engineering services required for the installation of these improvements. Smith Engineering completed the design work for this project and has been working on our behalf with IDOT to expedite the improvements to Route 30. They were asked to submit a Proposal for the construction engineering services.

Smith Engineering has submitted their cost proposal in the amount of \$24,936.64 for their services. It should be noted that \$25,000.00 has been included in this Fiscal Year's Budget for these services. The Village of Mokena will be receiving \$260,000 of ARRA funding for this lighting project. Due to the favorable bid of \$248,742.00 for construction of the lighting the balance of \$11,258.00 can be used for engineering. This will reduce our cost of the engineering to approximately \$13,700.00. It should also be noted that the Village of Frankfort has agreed to fund 25% of the cost of the improvements including both engineering and construction. Therefore, Frankfort's estimated share of this project is approximately \$74, 700.00. With Frankfort's contribution, not only will the Village be able to complete these improvements at no cost to the Village, we will net approximately \$36,000 that can be used for another project.

Trustee Mazzorana made a motion to approve a Construction Related Engineering Services Agreement to oversee the construction of lighting improvements at the intersection of US Route 30 and Wolf Road in an amount not to exceed \$24,936.64 between the Village of Mokena and Smith Engineering Consultants, New Lenox, Illinois and authorize the Village President and Village Clerk to execute the same. Trustee Metanias seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Engler, Werner

NAYS: (0)

Absent: (2) Siwinski, Labriola

Motion carried

PUBLIC COMMENTS

N/A

VILLAGE ADMINISTRATORS COMMENTS

Village Administrator Downs asked Community Development Director Alan Zordan to provide an update on pending development projects and asked Assistant Village Administrator Zoellner to present the business spotlight category of the week.

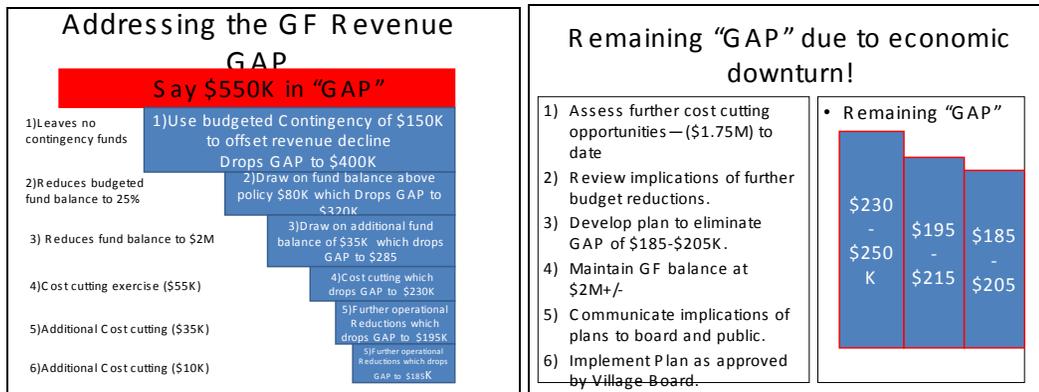
Community Development Director Alan Zordan presented the Pending Development Schedule and announced new businesses in the Village.

Assistant Village Administrator Zoellner gave a preview of Gifts and Specialiaty Items businesses located in Mokena.

Village Engineer Pearson updated the board and public of two road closures in the Village and gave an update on the Street Maintenance program.

Chief Rajewski announced that the annual Shred Day will be held on Saturday, October 24th from 11 a.m. until 2 p.m.

Administrator Downs followed up briefly on Village Engineer Pearson's updates. He reminded residents that recycle pick-up is this week and announced the Free Leaf & Branch Pick-up dates being October 28th and November 18th. He also gave a preview of the Village's new water bill. Lastly, he gave a very brief update on budget and revenue issues.



- Although staff members will continue to work on additional budget cuts, a further reduction in personnel costs is required.
- The Village's work force has recently been engaged to discuss employee contributions as a partial solution to this dilemma.
- These discussion are premised upon Mokena's 82 full time employees mutually contributing to reduce personnel costs without impacting services to residents and customers.

TRUSTEE'S COMMENTS

Trustee Metanias commented on Mokena Fest that considering the weather it was still a nice turn out. He also wished everyone a Happy Columbus Day.

Trustee Engler echoed Trustee Metanias on Mokena Fest and commented on the Fire Departments Pancake Breakfast. She also announced that Christmas Fest this year will be held on November 21st.

Trustee McGinn provided a tip to motorist to not stop on railroad tracks. She wanted to let residents know that the Fire Department offers a good CPR program. She also wished her daughter Molly a Happy Birthday.

Trustee Mazzorana commented on Mokena Fest being very well organized this year and the great turn out at the Mokena Fire Departments Pancake Breakfast. He also invited everyone to the Historical Society's next meeting at American Secure Storage this Saturday at 8:30 a.m. Lastly, he encouraged everyone to attend Halloween Hollow this weekend.

CLERK'S COMMENTS

Clerk Patt commented on the wonderful time she had at Mokena Fest. She thanked the restaurants that participated in the Food & Wine Fest, Wine Styles for sponsoring the event and Nick Nelson for organizing the booths. She also attended the Fire Departments Pancake Breakfast and thanked all the volunteers for their hard work.

MAYOR'S COMMENTS

Mayor Werner attended and commented on the Fire Department's successful Pancake Breakfast. He congratulated the Chamber of Commerce on a successful Food & Wine Fest. He stated that considering the bad weather, the Mokena Fest had a good turn out. He announced the Mayor's Charity Chili Party event will be held on November 8th at the VFW Hall. He wished speedy recoveries to Tony Dina, Trustee Labriola and Jerry Guca. He announced the Beautification Awards Ceremony is Thursday, November 15th and that he is looking forward to Halloween Hollow this weekend. He wished his wife and daughter a Happy Sweetest Day. Lastly, he encouraged everyone to help the community and shop Mokena.

EXECUTIVE SESSION

Trustee Mazzorana made a motion to enter into Executive Session at 8:10 p.m. to discuss Collective Negotiations, Pending/Probable or Imminent Litigation and Personnel. Trustee Metanias seconded.

- AYES: (5) McGinn, Mazzorana, Metanias, Engler, Werner
 NAYS: (0)
 Absent: (2) Siwinski, Labriola

Motion carried

RECONVENE REGULAR MEETING

Trustee McGinn made a motion to reconvene into Regular Session at 8:39 p.m.
Trustee Metanias seconded. No action to be taken as a result of Executive Session.

AYES: (4) McGinn, Mazzorana, Metanias, Engler

NAYS: (0)

Absent: (2) Siwinski, Labriola

Motion carried

ADJOURNMENT

Trustee Metanias made a motion to adjourn the Regular Session at 8:40 p.m.
Trustee Engler seconded.

AYES: (4) McGinn, Mazzorana, Metanias, Engler

NAYS: (0)

Absent: (2) Siwinski, Labriola

Motion carried

Respectfully submitted,

Joseph W. Werner, Mayor

ATTEST:

Patricia Patt, Village Clerk

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

Session 020

October 26, 2009

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:

Debbie Engler
Jane McGinn
George Metanias
Joe Siwinski
Don Labriola

Also present were: Village Clerk Patricia Patt; Village Attorney Nick Sakellariou; 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; Economic Development Coordinator Bryan Gay and Community Development Director Alan Zordan.

Absent: Trustee John Mazzorana

DISCOVER MOKENA

Mayor Werner introduced members from the Mokena Tree Board. Randy Stumpf and Lorrie Cerkvenik from the Mokena Tree Board Fundraiser Raffle Drawing were present to draw winners from the raffle. They thanked all that helped support this fund raiser. The 1st place winner received a 50" HDTV and the second place winner received an MP3 Player.

Mayor Werner introduced Store Manager Jason Wahl and Assistant Store Manager Dan Kellner from Petsmart. Mr. Wahl gave a brief presentation about the new Petsmart, the opening on November 9th, and the Grand Opening on November 14 & 15th. The Petsmart is located at 21430 Wolf Road. Anyone needing more information can call the store at 815-464-4979.

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 Christmas Fest on Saturday, November 21, 2009 and to permit the intermittent closure of portions of Wolf Road, Front Street, Division Street and Second Street from 1 pm to 7 pm for a parade and other family based activities; and to authorize the use of Village equipment & personnel to assist with decorations.
- b) Motion to reduce Letter of Credit Number 90000279, issued by Palos Bank and Trust, for public improvements within the Meridian Centre Development, by a total amount of \$492,135.00 to a total remaining balance of \$656,531.00.
- c) Motion to reduce Letter of Credit Number HACH142860OS, issued by the Harris Bank for completion of the public improvements associated with

Phase II of the Crystal Creek Subdivision by a total amount of \$100,800.00 to a total remaining balance of \$0.00 and release it in its entirety.

Motion to reduce Letter of Credit Number HACH174775OS, issued by the Harris Bank for completion of the public improvements associated with Phase II of the Crystal Creek Subdivision by a total amount of \$276,000.00 to a total remaining balance of \$27,600.00.

- d) Motion to reduce Letter of Credit Number 1135, issued by Providence Bank for public improvements within the Country View West Subdivision, by a total amount of \$54,480.00 to a total remaining balance of \$22,960.00.
- e) Motion to approve the Minutes from the October 12, 2009 Board Meeting.

Trustee Engler made a motion to approve Consent Agenda Item 5 (a), (b), (c), (d) and (e) as depicted in the October 22, 2009 Request for Board Action prepared by the Village Administrator. Trustee Metanias seconded.

AYES: (5) Engler, McGinn, Metanias, Siwinski, Labriola

NAYS: (0)

Absent: (1) Mazzorana

Motion carried

APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS

D.A.N.K. (German American National Congress) 50th Anniversary Proclamation

Clerk Patt read a proclamation for the German American National Congress 50th Anniversary.

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

N/A

PUBLIC HEARINGS

N/A

OLD BUSINESS

Parking Ordinance Amendment

Police Chief Randy Rajewski presented to the Board that based upon the latest review of the Village's Parking Ordinance, Staff is recommending an amendment to the following: 6-5-2(K) No Parking on any Sidewalk or Parkway.

Current language in the Village's Parking Ordinance prohibits parked vehicles from blocking sidewalks at any time. This ordinance has been in place for many years and is intended to allow for uninhibited use of the sidewalks by pedestrians and bicyclists. Overtime this ordinance has become increasingly difficult to enforce due to a variety of factors that generate numerous complaints from both pedestrians who prefer uninhibited use of sidewalks and from homeowners and their guests who are ticketed in their own driveways for violating the ordinance. Taking all of the various issues into account, Staff is recommending a modification to the existing ordinance language that provides for a logical compromise and alleviates over restrictions while still providing for uninhibited use of sidewalks during periods of peak recreational activity. The following is a summary of the recommendations:

- Lift all Sidewalk parking restrictions in residential districts between November and April. This modification will provide for full use of residential driveways at all times when winter parking restrictions could be enforced. Pedestrian use of sidewalks during this time of year is typically limited due to inclement weather conditions.
- Maintain Sidewalk parking restrictions in residential districts between May and October, but only between the hours of 7 a.m. and 9 p.m. This modification will provide for uninhibited use of sidewalks during peak periods of recreational activity while at the same time accommodating multi-vehicle families with the ability to stack their driveways during the overnight hours.

Trustee McGinn made a motion to adopt Ordinance No. 2009-O-043, an Ordinance pertaining to Parking Restrictions within the Village of Mokena; and authorize the Village President and Village Clerk to execute same. Trustee Engler seconded.

AYES: (5) Engler, McGinn, Metanias, Siwinski, Labriola
NAYS: (0)
Absent: (1) Mazzorana
Motion carried

Corporate Corridors North Phase II

Community Development Director Alan Zordan presented to the Board that at the September 14, 2009 Village Board meeting, the board approved a Final Plat of Subdivision for the Corporate Corridors North Industrial East development. As part of the normal process for recording this document, the Will County Recorders Office noted that an adjacent road right-of-way needed to be vacated as well. After reviewing the matter, it was determined that a new revised Final Plat of Subdivision and a separate Plat of Vacation for a portion of 187th Street right-of-way needed to be approved by the Board and subsequently recorded. The necessary plats have been prepared and reviewed by village engineer, Paul Pearson, and are now ready for Board approval.

As the Board will recall, this Final Plat creates four lots located north of Spring Lake Drive, south of Interstate 80, and east of 88th Avenue. These four lots include lots 16, 17, 18, and 19 within the overall Corporate Corridors development. The developer, TCB, is currently working on the Rasmussen College project, which is located on Lot 18.

The Planning Commission reviewed this request on August 20, 2009 and unanimously recommended approval to the Village Board.

In order to address the issue raised by the Will County Recorders Office, staff recommends that the Board approve the Plat of Vacation for a portion of the 187th Street right-of-way and the revised Final Plat of Subdivision.

Chris Coleman from TCB Development was present to answer any questions or concerns the Board may have.

Trustee McGinn made a motion to approve a Final Plat of Subdivision for Corporate Corridors North Industrial Ease Phase 2, with a latest revision date of October 13, 2009, owned by TCB Development, and authorize the Village President and Village Clerk to execute same. Trustee Siwinski seconded.

AYES: (5) Engler, McGinn, Metanias, Siwinski, Labriola
NAYS: (0)
Absent: (1) Mazzorana
Motion carried

Trustee Engler made a motion to approve a Plat of Vacation for a portion of Road Right-of-Way therein described, with a latest revision date of October 13, 2009, and authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (5) Engler, McGinn, Metanias, Siwinski, Labriola
NAYS: (0)
Absent: (1) Mazzorana
Motion carried

NEW BUSINESS

Banking Service Agreement

Finance Director Barb Damron presented to the Board that the number of financial institutions residing in the community has grown over the years. Currently, there are 13 financial institutions located within the Village limits. Representatives from several of these institutions have expressed an interest in the Village's banking business.

During 1997, it was determined the Village should evaluate its banking needs and seek proposals from the various financial institutions within the community to meet those needs. Every 4 years since 1997, the Village has requested proposals for banking services. In 1997, Grand National Bank (currently Fifth Third Bank) was awarded the banking services agreement. In 2001, First National Bank of Illinois was awarded the banking services agreement and in 2005, Bridgeview Bank was awarded the current agreement, which expires November 30, 2009.

During these 4-year agreements, the Village has benefited by receiving favorable interest rates over the duration of the agreements and not paying service fees on the accounts. The Village's accounts were also handled in a very professional manner by the banks' staff.

One of the administrative goals established during the Fiscal 2010 budget process was to once again seek competitive proposals for the Village's banking service needs from the various financial institutions within the community. This process allows the local banks an opportunity to submit proposals to meet the Village's financial needs and allows the Village to select the banking institution that can offer the highest quality service to the Village at a competitive rate and cost. This process also ensures that the Village continues to uphold its fiscal responsibilities to the community, especially during tough economic times

Based on the review and evaluation of the proposals by the Finance Director and Auditor, the recommendation will be to award the banking services agreement to Mokena State Bank of Illinois covering the period of December 1, 2009 through November 30, 2013.

Trustee McGinn made a motion to award the banking services agreement to Mokena State Bank of Illinois and to authorize the Village President and Village Clerk to execute the necessary documents to effectuate the same. Trustee Labriola seconded.

AYES: (5) Engler, McGinn, Metanias, Siwinski, Labriola

NAYS: (0)

Absent: (1) Mazzorana

Motion carried

Commuter & Parking Lot Snow Plowing Contract Extension

Public Works Director Lou Tiberi presented to the Board that the current contractual agreement for plowing and snow removal for the Village owned Parking Lots will expire before this upcoming snow removal season. This is for snow plowing which has been contracted out since 1997. Included in this contract are the Hickory Creek, Front Street, McGovney Street, Village Hall and Willowcrest Lane Commuter lots as well as the Village Hall East Parking lot. The plowing of these parking lots by a private contractor saves Village Crews approximately (45 to 60) man-hours during each two inch snowfall. This allows our Village forces to keep all vehicles on the street when the call-out is made rather than starting with several pieces of equipment in the parking lots.

Mid America Tree and Landscape has performed this snowplowing work since the Village began contracting it out in 1997. In the past, this contract has been bid and awarded in two year increments, and the contract price has risen over the ten year period from 44% (for a zero to two inch snowfall) to 57% (for an eight inch snowfall).

Staff evaluated extending and re-negotiating the contract compared to placing the contract in the competitive market and analyzed this matter very closely considering the merits of each approach. Staff evaluated the proposed terms of the contract as well as the historical performance of Mid America as the Village's Plowing Contractor and reached a general consensus that the terms and conditions contained in the contract were suitable to warrant a contract renewal under favorable renegotiated terms. Staff also noted the excellent service our Village Residents have received for this specialized service and the good working relationship and excellent response time Staff has experienced with Mid America.

The plan to renegotiate the contract also stems from the current condition of the economy and our ongoing budget reduction plan, as well as the unstable conditions that can affect these costs such as gas and diesel fuel.

This is a very specialized contract and requires specific snow removal expertise and equipment to perform the work sufficiently. The contractor is usually called out in the middle of the night, but must also sometimes plow and remove snow during the day around parked and moving commuters during large snowfalls. Mid America is a local company with excellent response time, which is also critical with regard to timing in clearing these lots. They have done an exemplary job over the past twelve years as they are very familiar with the work that needs to be done. It also should be noted that Mid America is the only company that bid on this contract for the past three bidding cycles. Although renegotiating is not a normal approach this will be the first time the contract price has gone down in the last 10 years.

Staff has negotiated a new one year contract with Mid America in general accordance with our purchasing procedure with regard to services contracts that reflects a 5% discount from the previous two year agreement and can be renewed annually. This renegotiated contract is now below the prices of 4 years ago that was included in the 2005/2006 contract. The Village also reserves the right to terminate the contract at any time should the contractor not perform satisfactorily or the Village decides to plow the lots with our own forces.

CONTRACTOR	SNOWFALL	COST PER PLOWING
		2009/2010
Mid America Tree and Landscape	0" to 2"	\$ 2612.50
	2" to 4"	3135.00
	4" to 8"	3705.00
	6" to 8"	4180.00
	8" +	5985.00

Trustee Metanias made a motion to extend the contract for the Snow Plowing of certain Village of Mokena Parking Facilities with Mid America Tree and Landscape at a 5% reduction per the incremental amounts included in their proposal dated July 15, 2009 and authorize the Village President and Village Clerk to execute same. Trustee Engler seconded.

AYES: (5) Engler, McGinn, Metanias, Siwinski, Labriola
 NAYS: (0)
 Absent: (1) Mazzorana
 Motion carried

PUBLIC COMMENTS

Resident Len Malone expressed his thanks to Jeff Schneider on Scarth Lane for his simple act of kindness and to the Mokena Police Department for the safe return of his wallet.

VILLAGE ADMINISTRATORS COMMENTS

Village Administrator Downs asked Community Development Director Alan Zordan to provide an update on pending development projects and asked Economic Development Coordinator Bryan Gay to present the business spotlight category of the week.

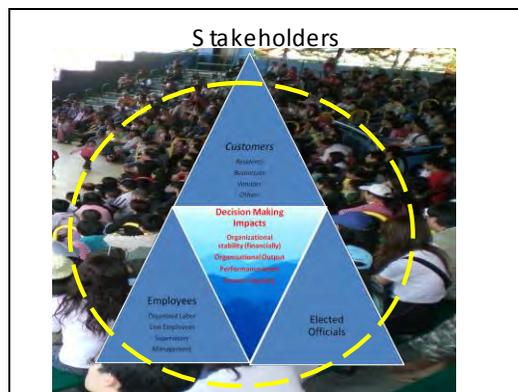
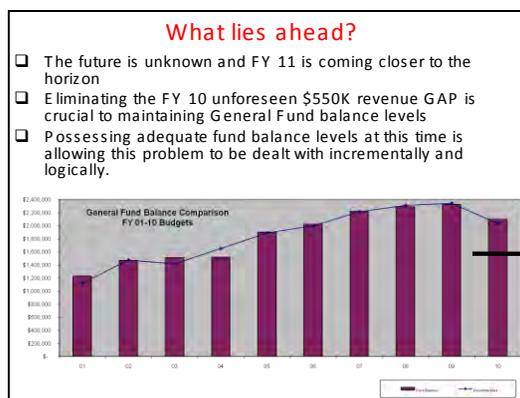
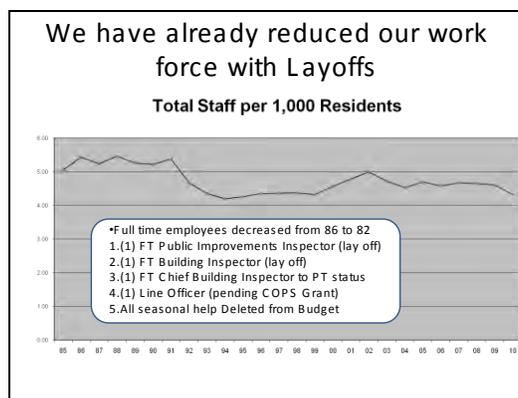
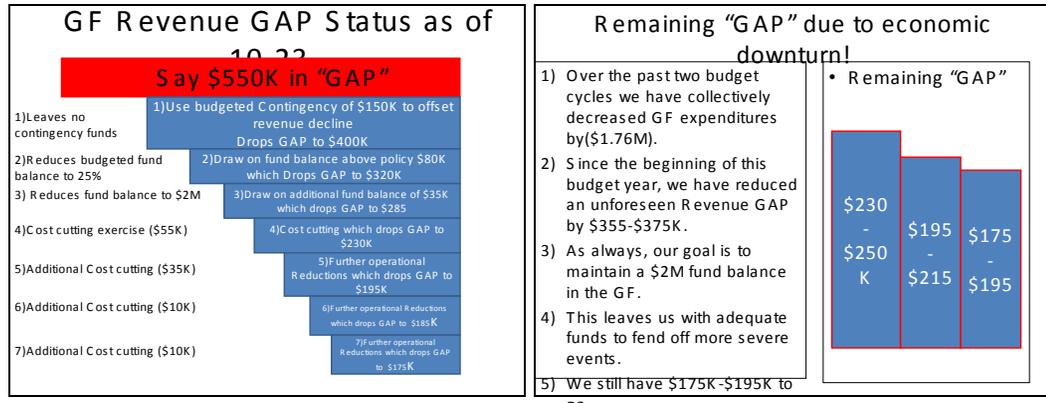
Community Development Director Alan Zordan presented the Pending Development Schedule and announced new businesses in the Village.

Economic Development Coordinator Bryan Gay gave a preview of Auto Repair and Maintenance businesses located in the Village of Mokena.

Village Engineer Paul Pearson updated the board and public on various road projects throughout the Village.

Finance Director Barb Damron presented the new look of water bills that will be mailed out this Friday to residents.

Mr. Downs clarified the advantages of the local adjudication ordinance expansion and he welcomed Attorney Nick Sakellariou sitting in for Attorney Gorman. Lastly, he gave a brief update on budget and revenue issues.



Administrator Downs emphasized that an additional \$175K-\$195K in budget reductions would be necessary to maintain a \$2M General Fund balance in FY 10. Moving forward more budget reductions were under review as this will likely be a longer term problem. Employees have been engaged to explore ways that all 82 full time employees can contribute to reducing costs. He also stressed the importance of maintaining fund balances as opposed to using reserves as a revenue offset. Using reserves would be the easy as opposed to responsible way to solve this problem.

Mayor Werner also commented on the Village's budget issues.

TRUSTEE'S COMMENTS

Trustee McGinn inquired about Shred Day's participation. She encouraged residents to sign up for the Mokena E-News and she wished Trustee Mazzorana to get well soon.

Trustee Engler thanked the Park District for a fun Halloween Hollow. She reminded residents that the 1st Free Leaf and Branch pick-up is this Wednesday and that trick or treat hours are from 1 to 5 p.m. on Saturday.

Trustee Metanias thanked Administrator Downs for a good job on the budget issues. He congratulated the Park District on a successful Halloween Hollow. He

asked residents to be aware of the new lane configurations at Route 30 and Wolf Road and wished Trustee Mazzorana to get well.

Trustee Labriola announced that the Will County Health Department was sponsoring H1N1 flu shots and he commented on the gas prices being higher.

Trustee Siwinski commented on the Village's budget issues and that it is important to continue to get meaningful businesses to the community. He reminded residents to turn back clocks this weekend and wished Trustee Mazzorana to get well.

CLERK'S COMMENTS

Clerk Patt asked drivers to be aware of the kids trick or treating this Halloween. She reminded residents that this Saturday will be the last French Market for the year and she commented on her recent visit to Paul E's restaurant.

MAYOR'S COMMENTS

Mayor Werner congratulated the Park District on a successful Halloween Hollow. He sent get well wishes out to Trustee Mazzorana, Tony Dina and Jerry Guca. He reminded residents that the Mayor's Charity Chili Party is on November 8th at the VFW Hall. Lastly, he wished everyone a safe and happy Halloween.

EXECUTIVE SESSION

Trustee Labriola made a motion to enter into Executive Session at 8:26 p.m. to discuss collective negotiations and personnel. Trustee Metanias seconded.

AYES: (5) Engler, McGinn, Metanias, Siwinski, Labriola
NAYS: (0)
Absent: (1) Mazzorana
Motion carried

RECONVENE REGULAR MEETING

Trustee McGinn made a motion to reconvene into Regular Session at 10:24 p.m. Trustee Metanias seconded. No action taken as a result of Executive Session.

AYES: (6) Engler, McGinn, Metanias, Siwinski, Labriola, Werner
NAYS: (0)
Absent: (1) Mazzorana
Motion carried

ADJOURNMENT

Trustee McGinn made a motion to adjourn the Regular Session at 10:25 p.m. Trustee Engler seconded.

AYES: (6) Engler, McGinn, Metanias, Siwinski, Labriola, Werner
NAYS: (0)
Absent: (1) Mazzorana
Motion carried

Respectfully submitted,

Joseph W. Werner, Mayor

ATTEST:

Patricia Patt, Village Clerk

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

Session 023

December 14, 2009

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. A moment of silence was observed for employee Luise Renner.

ROLL CALL/ESTABLISHMENT OF QUORUM

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

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

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 Community Development Director Alan Zordan.

DISCOVER MOKENA

Mayor Werner introduced Catherine Senesac from Unwind Massage Therapy. Ms. Senesac gave a brief presentation about her business located at 191st and Henry Drive. Unwind Massage Therapy specialize in affordable massage therapy. They are open 7 days a week with various hours. Anyone needing more information can call Catherine at 708-478-7774.

2009 Mayors Charity Foundation Donations

Mayor Werner presented to the Board that the 19th Annual Mokena Mayor's Charity Golf Outing was held at the Green Garden Country Club on August 4, 2009. Through the generosity of the participants and benefactors, the 2009 Outing generated \$12,000.00 for local causes. Mayor Werner was pleased to present the following donations:

\$ 4,000 – Mokena-Marley FISH
\$ 2,400 – Girl Scout Service Unit 41
\$ 800 - Boy Scout Troop 40
\$ 800 – Boy Scout Troop 725
\$ 800 – Cub Scout Pack 39
\$ 2,000 – Mokena Senior Citizens
\$ 400 – Will County Children's Advocacy Center
\$ 2,000 – Grotovsky/Chase Scholarship Fund
\$ 300 – Student Government Day Bonds
\$ 500 – Mokena Women's Club
\$10,000 – Mokena Cancer Support Center
\$ 600 – Lincolnway Special Recreation
\$ 3,000 – Wounded Warriors Project

In addition to the Golf Outing proceeds, the 2009 Mokena Festival raised \$12,850 and the Charity Chili Party raised \$3,500.

Mayor Werner extended his heartfelt appreciation for the many generous donations to all of the Mokena Mayor's Charity Foundation functions throughout

the year. Without the support of the Village's business and civic leaders, organizations, residents and volunteers, these successful events could not have taken place.

COMMUNITY CALENDAR

Clerk Patt presented the community calendar.

CONSENT AGENDA

Village Administrator John Downs presented (6) items on the Consent Agenda for the Boards approval. These items are strictly administrative in nature.

- a) Motion to reduce Letter of Credit Number 2003-122 issued by the State Bank of Countryside for public improvements within Phase I of the Boulder Ridge Subdivision, by a total amount of \$43,870.00 to a total remaining balance of \$0.00 and release the Letter of Credit in its entirety.
Motion to reduce Letter of Credit Number 2003-123 issued by the State Bank of Countryside for public improvements within Phase I of the Boulder Ridge Subdivision, by a total amount of \$193,490.00 to a total remaining balance of \$0.00 and release the Letter of Credit in its entirety.
Motion to adopt Resolution Number 2009-R-017, a resolution pertaining to the acceptance of public improvements associated with Phase I of the Boulder Ridge Subdivision and to authorize the Village President and the Village Clerk to execute the same.
- b) Motion to reduce Letter of Credit Number 05-011 issued by TCF Bank for completion of the public improvements associated with The Foxborough Estates Subdivision Phase III by a total amount of \$160,270.00 to a total remaining balance of \$0.00 and release it in its entirety.
Motion to reduce Letter of Credit Number 05-012 issued by TCF Bank for completion of the public improvements associated with The Foxborough Subdivision Phase III by a total amount of \$308,010.00 to a total remaining balance of \$30,800.00.
- c) Motion to reduce Letter of Credit Number 90000279, issued by Palos Bank and Trust for public improvements within the Meridian Centre Commercial Development, by a total amount of \$385,624.00 to a total remaining balance of \$270,907.00.
- d) Motion to adopt Ordinance 2009-O-047 amending the Village's zoning regulations and authorize the Village President and Village Clerk to execute same.
- e) Motion to approve the minutes from the November 16, 2009 Work Session.
- f) Motion to approve the minutes from the November 23, 2009 Board Meeting.

Trustee Mazzorana made a motion to approve Consent Agenda Item 5 (a), (b), (c), (d), (e) and (f) as depicted in the December 10, 2009 Request for Board Action prepared by the Village Administrator. Trustee Siwinski seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

FINANCE REPORT/ACCOUNTS PAYABLE

Finance Director Barb Damron presented the Bill List for December totaling \$1,733,443.92. She highlighted the following bills to be paid.

- \$ 138,029.42 Austin Tyler Construction-Street Resurfacing & Patching Program
- \$ 887,084.09 Bank of New York Mellon-P&I on the Transportation Bonds, P&I on the 2001 Lakewater Bonds and Interest on the 2009 Lakewater Bonds
- \$ 56,021.00 Landmark Ford Inc. – 2010 Ford Dump Truck
- \$ 204,463.68 Village of New Lenox-\$113,139.68 for Lakewater Debt

Trustee McGinn made a motion to approve the bill list in the amount of \$1,733,443.92. Trustee Engler seconded.

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

APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS

Appointment of FOI Officers

Assistant Village Administrator Kirk Zoellner presented that earlier this year, Governor Quinn signed into law Public Act 96-542. The Act strengthens Illinois' existing Freedom of Information Act (FOIA) by making it easier for information to be exchanged between government bodies and the public. The new law goes into effect January 1, 2010.

One of the requirements of the new FOIA law is the appointment of one or more "FOI Officers" to ensure that the public body responds to requests in a timely manner.

For some time, the Village has had in place a responsive and reliable system for responding to FOIA requests, and only minor adjustments to this system will be required to comply with the new FOIA law.

Administrative staff at both the Mokena Village Hall and the Mokena Police Department routinely respond to FOIA requests, but these requests typically differ due to the nature of day-to-day operations conducted at each location. For this reason, it is important to have a management-level FOI Officer in place at each facility familiar with operations and administratively empowered to ensure compliance with the new law.

Assistant Village Administrator Kirk Zoellner and Police Chief Randy Rajewski are logical choices to accept the title and fulfill the responsibilities of FOI Officer under the new law.

Trustee Mazzorana made a motion to approve the appointment of Assistant Village Administrator Kirk Zoellner and Police Chief Randy Rajewski as Freedom of Information Act Officers for the Village of Mokena, effective January 1, 2010. Trustee Siwinski seconded.

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

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

Mokena Jaycees

Mayor Werner was happy to announce the Jaycees are forming a Mokena Chapter and presented a check to Tim Howe and Kathy Crick to assist in start up costs.

Tim Howe and Kathy Crick introduced themselves and announced the formation of the Mokena Jaycees (Junior Chamber of Commerce). The Jaycees is geared toward people 18-41 years of age and provides an opportunity to learn leadership skills by serving their community.

Fiscal 2009 Audit

Finance Director Barb Damron presented to the Board the Fiscal 2009 Audit.

Ms. Damron highlighted several positive conclusions from the Fiscal 2009 audit, which included the following:

- The Village Board's conservative budgeting philosophy with respect to fund balances provided time for policy-makers and staff to critically assess financial developments during the course of the fiscal year, and to implement cost-cutting measures to address declining revenues due to the state of the economy.

- The Village's primary operating fund, the General Fund, ended the fiscal year with a fund balance equal to approximately 27% of expenditures. The Board's policy is to retain a fund balance equal to 25% of expenditures. The additional fund balance is now available for use in the current fiscal year to help offset revenue shortfalls.
- The Village's debt levels remain manageable, as the Board has worked vigilantly to meet the goal of improving the Village's infrastructure while assuming principal and interest payments that can be met through earmarked revenue sources.
- During the past fiscal year, the Village issued General Obligation (G.O.) Refunding Bonds, Series 2009, in the amount of \$3,160,000 for the purpose of providing funds to currently refund G.O. Bonds, Series 2001, and pay the cost of issuing the bonds. In addition, the Village issued G.O. Refunding Limited Tax Certificates, Series 2009B, in the amount of \$1,265,000 for the purpose of providing funds to currently refund G.O. Limited Tax Certificates, Series 2000, and pay the cost of issuing the certificates. During this refunding process, the bond rating agency Standard and Poor's increased the Village of Mokena's bond rating by three steps (from A1 to AA+). The ultimate outcome of these efforts was a reduced interest rate being paid on the balance of the debt, along with the associated implementation of a lower annual principal and interest payment schedule.
- The Board has been able to continue its practice of earmarking funds for current and future capital improvement projects. These projects include water and sewer utility improvements, various road projects, and facility improvements.
- Due to continued residential and commercial growth in Mokena, the Village's equalized assessed valuation (EAV) increased \$58,576,988 in 2008 to \$793,593,346. This represents an increase in EAV of approximately 8% over 2007.
- The Village's municipal tax levy rate remains stable. The tax levy rate for 2007 was \$0.1885 per \$100 of EAV, and the rate for 2008 was \$0.1886 per \$100 of EAV.

Ed McCormick from the auditing firm of Mulcahy, Pauritsch, Salvador & Company was present to provide a brief synopsis of the audit and answer questions from the Village Board.

Mayor Werner thanked Mr. McCormick for his presentation and Finance Director Damron for her hard work and effort on the audit.

Trustee Mazzorana made a motion to accept the 2009 Audit for the Fiscal Year ended June 30, 2009, as prepared by the auditing firm of Mulcahy, Pauritsch, Salvador & Co., Ltd. Trustee Siwinski seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

PUBLIC HEARINGS

N/A

OLD BUSINESS

Retirement/Separation Incentive Program

Village Administrator John Downs presented to the Board a separation incentive program intended to proactively advance voluntary work force attrition.

Mr. Downs explained the Village is proposing a Voluntary Separation/Retirement Incentive Program for all eligible full-time employees. As it is structured, the

program would be completely voluntary, with eligible employees free to participate as they see fit.

All full-time employees wishing to retire or separate from the Village's employment would be eligible for this program.

For those employees wishing to voluntarily participate in the program, the following incentive terms would be made available by the Village:

A1) Pay 100% of the premium expense associated with post-separation medical and dental insurance (based on the coverage the employee currently has) for two (2) years and 50% of the premium expense for the subsequent three (3) years from the date of retirement; OR

A2) Eligible employees electing to waive or forego the post-separation medical and dental insurance incentive specified above would be entitled to a one-time lump sum payment at separation. Said lump sum payment would be equal to twelve months medical and dental health insurance premiums based on the rate in effect at separation.

B) Make a lump sum payment at the time of separation with the following options:

- 12 weeks salary if separation by April 1, 2010
- 8 weeks salary if separation by May 1, 2010
- 4 weeks salary if separation by June 1, 2010

As proposed, the program is intended to incent voluntary separation from the Village organization, thereby reducing overall personnel costs moving forward. This proposed program is part of an ongoing effort to reduce the Village's overall budget through work force reductions. (At this time, the Village's full-time staffing—on a per capita basis—is at 25-year lows.)

Trustee McGinn made a motion to authorize the Village Administrator to make available a "Voluntary" Separation/Retirement Incentive Program dated December 2009 to eligible full time employees. Trustee Metanias seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

Health Care Premium Waiver Incentive Program

Village Administrator Downs Damron presented to the Board an incentive program designed to reduce overall Village health care costs. Proactive in design, the proposed program would reward employees for voluntarily waiving all or a portion of their health care premium costs. This program would be available on a voluntary basis to all full-time Village employees. Employees would have to present evidence of health care coverage through another provider.

The proposed program provides employees a motive to waive part or all of their insurance coverage in exchange for a financial incentive. Participating employees could collect an additional \$2,080 or \$4,160 by waiving single or family coverage, or by reducing coverage from family to single. This waiver option would be based on the employee's current coverage, with the financial incentive being included as a pro-rata amount to their bi-weekly paycheck. An employee could return to the Village's health plan during open enrollment, or if they met requirements for special enrollment pursuant to the actual plan.

Following is a summary of possible options and resulting net savings to the Village:

- Provides a \$4,160 per year incentive to entirely drop family coverage at an annual savings of anywhere from (\$12,900-\$13,100)
- Provides a \$2,080 per year incentive to drop from family coverage to single coverage at an annual savings of anywhere from (\$8,300-\$9,200)

- Provides a \$2,080 per year incentive to entirely drop single coverage at an annual savings of anywhere from (\$3,900-\$4,500)

This proposed program represents another attempt by the Village to reduce personnel costs through a proactive incentive program. Employees may voluntarily choose to participate in this program, and at the same time reduce the Village's overall ongoing budget commitments.

Trustee Engler made a motion to authorize the Village Administrator/Finance Director to make available a "Health Care Premium Waiver Incentive Program" dated January 2010 to eligible full time employees. Trustee Metanias seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

Spin Club Special Use

Community Development Director Alan Zordan presented to the Board that Greg Kokolus and Craig Gallman with Spinclub are requesting a Special Use Permit to operate an indoor cycling facility to help clients reach their fitness goals and teach proper techniques of cycling in Unit E of a multi-tenant industrial building located at 9960 W. 191st Street in the Mokena Crossings Business Park.

The proposed site was once occupied by a karate facility which is considered an indoor recreational facility. The karate facility opened in 2004 and closed in 2009.

The Village Board conceptually reviewed this request on October 19, 2009. The Village Board generally favored the request and directed staff to forward the request to the Planning Commission for a public hearing.

On November 19, 2009, the Planning Commission held a public hearing. No one from the audience objected to the request. The Planning Commission unanimously recommended approval of a Special Use Permit to the Village Board.

Trustee Mazzorana made a motion to adopt Ordinance 2009-O-048 approving a Special Use Permit for an indoor commercial recreational facility, Spinclub, for certain territory described therein, owned by Greg Kokolus and Craig Gallman and authorize the Village President and Village Clerk to execute same. Trustee Siwinski seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

NEW BUSINESS

Cancellation of December 28, 2009 Board Meeting

Village Administrator Downs presented to the Village of Mokena Board of Trustees a recommendation to cancel its last remaining meeting for 2009 due to a lack of pending agenda items requiring attention at this time.

Trustee McGinn made a motion to cancel the regularly scheduled Mokena Village Board meeting of Monday, December 28, 2009. Trustee Metanias seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

PUBLIC COMMENTS

N/A

VILLAGE ADMINISTRATORS COMMENTS

Village Administrator Downs asked Community Development Director Alan Zordan to provide an update on pending development projects and present the business spotlight category of the week.

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

Mr. Zordan gave a preview of catering businesses located in the Village of Mokena.

Administrator Downs commented on the Letter of Credit process the Village maintains. He also spoke a few kind words about employee Luise Renner who passed away earlier in the month.

TRUSTEE'S COMMENTS

All Trustees wished everyone a Merry Christmas and a happy and safe New Year.

Trustee Mazzorana commented on the impacts of the economy. He also attended the ribbon cutting ceremony for El Cortez, Tribes Ale House and the Pink Slip Boutique.

Trustee Metanias asked Public Works Director Tiberi if any services to residents would be affected due to cut backs in the budget. Mr. Tiberi stated that salting of the roads is critical and explained that roads will remain safe to residents throughout the winter season. Trustee Metanias also thanked Staff and Board members for their hard work throughout the year.

Trustee Engler attended the ribbon cutting at the Pink Slip Boutique and spoke a few words about the business. She also welcomed Tribes Ale House to the community.

Trustee McGinn complimented the Park District on their Christmas lights at The Oaks Recreation Center and encouraged residents to contribute to the Frankfort Township Food pantry.

CLERK'S COMMENTS

Clerk Patt commented on her Shop Mokena personal experience at the JCPenney Salon and sent out Christmas wishes to all.

MAYOR'S COMMENTS

Mayor Werner sent out his condolences to the family of Luise Renner. He announced that Tony Dina is feeling better and will be re-opening his business soon. He provided details of the Historical Society's upcoming events and announced that the Community Affairs Commission is looking for volunteers. He was happy to attend all the new business ribbon cuttings and gave a preview of the Mokena Gallery on the Mokena website. Lastly, he wished everyone a Merry Christmas and a Happy New Year.

EXECUTIVE SESSION

Trustee McGinn made a motion to enter into Executive Session at 9:17 p.m. to discuss collective bargaining negotiations. Trustee Metanias seconded. Attorney Gorman stated there would be probable action on employee health care premium contributions at the conclusion of Executive Session.

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

NAYS: (0)

Absent: (0)

Motion carried

RECONVENE REGULAR MEETING

Trustee McGinn made a motion to reconvene into Regular Session at 9:59 p.m.
Trustee Metanias seconded.

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

Trustee McGinn made a motion to initiate employee health, dental and life insurance premium contributions for all health plans, except as said contributions may be otherwise limited by existing collective bargaining agreements, at 10% percent of the total premium amount, effective January 1, 2010. Trustee Siwinski seconded.

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

ADJOURNMENT

Trustee McGinn made a motion to adjourn the Regular Session at 10:05 p.m.
Trustee Engler seconded.

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

Respectfully submitted,

Joseph W. Werner, Mayor

ATTEST:

Patricia Patt, Village Clerk

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

Session 001

January 11, 2010

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:

Jane McGinn
John Mazzorana
George Metanias
Joe Siwinski
Debbie Engler

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.

Absent: Trustee Don Labriola

DISCOVER MOKENA

N/A

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 adopt ordinance No. 2010-O-001, an ordinance pertaining to the classification and number of liquor licenses issued in the Village of Mokena; and to authorize the Village President and Village Clerk to execute same.
- b) Motion to grant approval to the Mokena Lions Club to conduct their annual Firecracker Dance on Saturday, July 17, 2010 utilizing the easterly portion of the Front Street Commuter Lot from Friday morning, July 16, through Monday, July 19, 2010 and to allow for door to door ticket sales during the months of June & July 2010.
- c) Motion to reduce Letter of Credit Number 90000279, issued by Palos Bank and Trust for public improvements within the Meridian Centre Commercial Development, by a total amount of \$125,464.00 to a total remaining balance of \$145,443.00.
- d) Motion to approve the minutes from the December 14, 2009 Board Meeting.
- e) Motion to approve the minutes from the December 21, 2009 Work Session.

Trustee Mazzorana made a motion to approve Consent Agenda Item 5 (a), (b), (c), (d) and (e) as depicted in the January 7, 2010 Request for Board Action prepared by the Village Administrator. Trustee Siwinski seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Siwinski, Engler

NAYS: (0)

Absent: (1) Labriola

Motion carried

FINANCE REPORT/ACCOUNTS PAYABLE

Finance Director Barb Damron presented the Bill List for January totaling \$779,939.70. She highlighted the following bills to be paid.

- \$ 35,896.76 Austin Tyler Construction-Street Resurfacing Program-Final
- \$ 114,303.75 Bank of New York Mellon-P&I on the Downtown Bonds
- \$ 38,400.00 D Construction – Wolf Road Repairs
- \$ 99,129.58 Morton Salt – Salt for Roads

Trustee McGinn made a motion to approve the bill list in the amount of \$779,939.70. Trustee Engler seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Siwinski, Engler

NAYS: (0)

Absent: (1) Labriola

Motion carried

APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS

N/A

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

N/A

PUBLIC HEARINGS

N/A

OLD BUSINESS

Vacant Building Monitoring Program

Director of Economic and Community Development Alan Zordan presented to the Board an ordinance regarding Vacant Buildings and an ordinance modifying the duties of the Planning Commission.

Mr. Zordan explained that on three occasions over the past several months the Village board has reviewed regulations and discussed establishing a vacant structures monitoring program that would involve tracking foreclosed and/or other troubled properties. The basic components of this program are as follows:

1. Create a list of troubled properties utilizing the most accurate ownership and foreclosure data possible.
2. Monitor these properties on a regular basis.
3. Share information with other departments and/or agencies to improve public service.
4. Register structures that go vacant to establish effective lines of communication with property owner representatives.
5. Set minimum standards for the upkeep of vacant structures.

At the December 21st Workshop session staff presented the final changes to the program following a thorough review by legal counsel. The Board was satisfied with the program at that time and directed staff to prepare the final ordinances for formal Board action.

The second ordinance being presented for Board adoption sets forth the new duties of the Planning Commission to hear appeals that may be filed regarding a declaration of vacancy. The Planning Commission determinations in these matters shall be final.

It is important to monitor foreclosure activity within the Village. Such foreclosure actions can sometimes lead to troubled and/or vacant properties that have the potential to negatively impact the quality of life for neighboring residents. A vacant structure program also has value across department lines. Information will be shared with departments such as finance, public works, and the police department to provide value to each.

Trustee McGinn made a Motion to adopt ordinance No. 2010-O-002, an ordinance establishing a vacant building monitoring program, and to authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Siwinski, Engler

NAYS: (0)

Absent: (1) Labriola

Motion carried

Trustee McGinn made a motion to adopt ordinance No. 2010-O-003, an ordinance expanding the duties of the Planning Commission, and to authorize the Village President and Village Clerk to execute same. Trustee Engler seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Siwinski, Engler

NAYS: (0)

Absent: (1) Labriola

Motion carried

CN Mitigation Plan

Assistant Village Administrator Kirk Zoellner presented to the Board that in late 2008 and 2009, negotiations with the Canadian National (CN) Railway resulted in the Village receiving \$450,000 in cash from CN so the Village could pursue logical mitigation for subdivisions adjacent to the EJ&E railroad tracks.

In July of last year, the Village Board authorized the Village to enter into an agreement with Design Perspectives, Inc., of Naperville to provide preliminary planning services for a noise/visual buffer between the EJ&E tracks and residents of the subdivisions.

Over the past several months, Mayor Werner, Trustee Metanias, Village staff, and staff from Design Perspectives have been meeting with residents of the two subdivisions and developing a consensus plan for the buffer. That plan is now complete.

Approved by the Village Board on December 22, 2008, the Village's original voluntary mitigation agreement (VMA) called for CN to construct an 8' berm between CN's right-of-way and the Bridges of Mokena subdivision, and to additionally provide \$150,000 in cash for the planting of trees and shrubs.

A few months later, when it became evident that a berm could not be constructed that would provide the consistent noise and visual buffer for the residences to the north, Village staff met with residents and explored the idea of planting trees and shrubs as a buffer between the EJ&E tracks and their homes in lieu of constructing the berm. Residents were generally open to the idea.

Given the openness of area residents to some type of uniform, consistent buffer, Village staff approached CN personnel regarding the possibility of amending the existing VMA to allow for a cash payment of \$300,000 (estimated value of the berm) to be used for the planting of trees and shrubs (in lieu of CN constructing the berm). CN was agreeable to the amendment.

On May 26, 2009, the Board approved an amendment to the VMA with CN that effectively rolled an additional \$300,000 in cash in with the \$150,000 already contained in the original agreement (a total of \$450,000). The goal was to develop a comprehensive program to buffer all Mokena residences along the roughly one-mile stretch just north of the EJ&E tracks from projected future increases in CN train traffic. With a comprehensive, coordinated program, noise and visual buffering could generally be consistent across the entire one-mile stretch. Moreover, such an approach would give all area residents the opportunity to mutually select a buffer solution that would meet their collective needs.

Village staff solicited proposals from several qualified landscape architects, and on July 13, 2009, the Board authorized the Village to enter into an agreement with Design Perspectives, Inc., of Naperville to provide preliminary planning services

for a noise/visual buffer between the EJ&E tracks and residents of the subdivisions.

Having met jointly with area residents to receive their input at four separate public meetings, and further, having met individually with those owning property directly alongside the ComEd easement north of the CN tracks, Village staff feel comfortable the final plan approved at the December 12 public meeting fairly and accurately reflects area residents' wishes for the buffer.

Mr. Zoellner provided a presentation outlining the buffer plan and summarized the next steps for the project.

With the Board's formal approval of the overall design concept for the buffer, Village staff will direct Design Perspectives to finalize construction documents for the buffer and bid the project. The Board will review and approve bids prior to the start of any construction later in the year.

Actual installation of the buffer may begin in early May of this year. Unforeseen circumstances such as unfavorable weather, however, could conceivably push installation back to late September or early October, since summer growing conditions (heat, possible drought) are not optimal for the planting and establishment of trees, shrubs, and other landscape materials.

In order to ensure dead tree/plant replacement and maintenance of the buffer well after planting, Design Perspectives plans to incorporate long-term warranty and maintenance into bid specifications for the project.

Trustee McGinn made a motion to approve implementation of a continuous landscape buffer plan/design for mitigation purposes on properties located along an approximately one-mile expanse of land north of the CN/EJ&E railroad tracks, beginning at the western edge of the Mokena corporate limits and extending east to Wolf Road. Trustee Metanias seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Siwinski, Engler

NAYS: (0)

Absent: (1) Labriola

Motion carried

NEW BUSINESS

Section 125 Premium Only Plan

Finance Director Barb Damron presented to the Board that on December 14, 2009, the Board of Trustees adopted a health care premium contribution plan which became effective January 1, 2010. The plan provides for a 10% employee contribution towards combined insurance coverage (medical, dental, and life) based on current premium costs. Employees represented by collective bargaining agreements and enrolled in HMO coverage are not assessed this contribution amount. All other employees are subject to the insurance contribution.

The Section 125 POP will soften the actual out-of-pocket impact affiliated with insurance contributions for Village employees. A Section 125 POP enables employees to pay for their portion of employer-sponsored health insurance premiums on a pre-tax basis. The result is tax savings for both employees and the Village. Since contributions are paid with pre-tax dollars, employees are taxed on a lower gross salary, thereby saving money that would otherwise be taken out for federal, state, and FICA taxes. The Village also saves on the employer portion of the FICA taxes.

Trustee Mazzorana made a motion to adopt the Section 125 Summary Plan Description – Premium Only Plan as prepared by FlexSystems. Trustee Siwinski seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Siwinski, Engler

NAYS: (0)

Absent: (1) Labriola

Motion carried

PUBLIC COMMENTS

N/A

VILLAGE ADMINISTRATORS COMMENTS

Village Administrator Downs asked Economic and Community Development Director Alan Zordan to provide an update on pending development projects and present the business spotlight category of the week.

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 Exercise businesses located in the Village of Mokena.

Administrator Downs had no further comments this evening.

TRUSTEE'S COMMENTS

Trustee Metanias wished everyone a Happy New Year and inquired about road salt purchases in accordance with the budget. Mr. Tiberi provided the details.

Trustee Engler wished everyone a Happy New Year and thanked the Public Works Department for all their hard work during snow removal.

Trustee McGinn wished all a Happy New Year and commented that she hopes the economy picks up in 2010.

Trustee Siwinski wished everyone a Happy New Year and inquired about the striping at U.S. Rt. 30 and Wolf Rd. Engineer Pearson will follow up on additional striping for the intersection. He also asked for an update on The Boulevard development at 191st and LaGrange Road. Community Development Director Zordan stated that hopefully new ownership will be in place within the next 30-60 days.

Trustee Mazzorana encouraged residents to shop where their homes are and announced that the Mokena Historical Society is looking to increase membership. He also congratulated all employees that received Perfect Attendance awards.

CLERK'S COMMENTS

Clerk Patt wished everyone a happy and healthy New Year and thanked her family and friends for taking care of her while she was sick. She also commented on her "Shop Mokena" personal experience at Cottage Creations.

MAYOR'S COMMENTS

Mayor Werner welcomed Mary Maertin the new Mokena Chamber of Commerce President. He sent well wishes out to Trustee Labriola and Front Street Barber Tony Dina. He also reminded residents that early voting for the February 2nd election started this week. Lastly, he wished everyone a very happy, healthy and prosperous New Year.

EXECUTIVE SESSION

Trustee Mazzorana made a motion to enter into Executive Session at 8:00 p.m. to discuss the setting of a price for the possible sale of property owned by the Village. Trustee Siwinski seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Siwinski, Engler

NAYS: (0)

Absent: (1) Labriola

Motion carried

RECONVENE REGULAR MEETING

Trustee McGinn made a motion to reconvene into Regular Session at 8:14 p.m. Trustee Engler seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Siwinski, Engler
NAYS: (0)
Absent: (1) Labriola
Motion carried

ADJOURNMENT

Trustee McGinn made a motion to adjourn the Regular Session at 8:15 p.m.
Trustee Engler seconded.

AYES: (5) McGinn, Mazzorana, Metanias, Siwinski, Engler
NAYS: (0)
Absent: (1) Labriola
Motion carried

Respectfully submitted,

Joseph W. Werner, Mayor

ATTEST:

Patricia Patt, Village Clerk

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, January 18, 2010

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 6:00 p.m.

ROLL CALL

The following Trustees were present:

John Mazzorana
Jane McGinn
George Metanias
Debbie Engler
Joe Siwinski

Also present were: Village Clerk Patricia Patt; Village Administrator John Downs; Assistant Village Administrator Kirk Zoellner; Village Engineer Paul Pearson; Community Development Director Alan Zordan; Finance Director Barb Damron and Village Planner Kim Yockey.

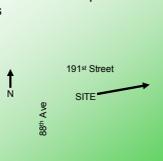
Absent: Trustee Don Labriola

B & N Auto Inc. – Special Use Permit, 8509 W. 191st Street

Village Planner Kim Yockey presented to the Board that Ken McCracken with B & N Auto Repair is requesting a Special Use Permit to operate a motor vehicle repair business located at 8509 W. 191st Street in the Blackhawk Industrial Park just south of 191st Street. B & N Auto currently repairs vehicles in Alsip and would like to relocate his business to Mokena.

Typically, all motor vehicle repairs are completed the same day and will take place inside the building. Occasionally, a repair may take longer than one day and the petitioner will store all vehicles within the confines of the building. B & N Auto is a motor vehicle service facility is not a body shop. Therefore, no dilapidated or accident related vehicles will be stored on the site.

There are many motor vehicle related businesses in the Blackhawk Industrial Park. The businesses complement each other. The addition of B & N Auto will not change the character of the area and is compatible with nearby uses.

 <p style="text-align:center">B & N Auto 8509 W. 191st Street</p> <p style="text-align:center">Ken McCracken January 18, 2010</p> <p style="text-align:center">Village Board Concept Meeting</p>	 <p style="text-align:center">Request</p> <p style="text-align:center">Special Use Permit to operate an automotive repair business</p> <div style="text-align:center"><p>↑ N 8509 W. 191st Street SITE →</p></div> 
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 <p>Currently operates in Alsip</p> <p>This business deals specifically with the repair of automobiles</p> <p>The petitioner has stated that no automobile will be stored outside on the property</p>	 <p>Issues to consider:</p> <ol style="list-style-type: none">1. Is an automotive repair business appropriate at this location?2. Should the proposal move forward to the Planning Commission?
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The Village Board had no objections to the Special Use request and directed staff to advance this petition to a public hearing at the Planning Commission.

Fiscal Year 2010/2011 Budget Update

Village Administrator John Downs presented a power point presentation to the Board regarding the Fiscal Year 2010/2011 Budgets.

FY 10/11 Budget Update

January 18, 2010

Tonight's Overview

1. Review of General Fund budget as adopted last June.
2. Review drop in sales tax revenue and historical comparison
3. Review of State use and income tax trends.
4. Review of Budget reduction measures.
5. Overview of General Fund status moving into FY 11.

Cash Flow imbalance
 Fund balance trends

FY 10 GF Adopted Budget Summary

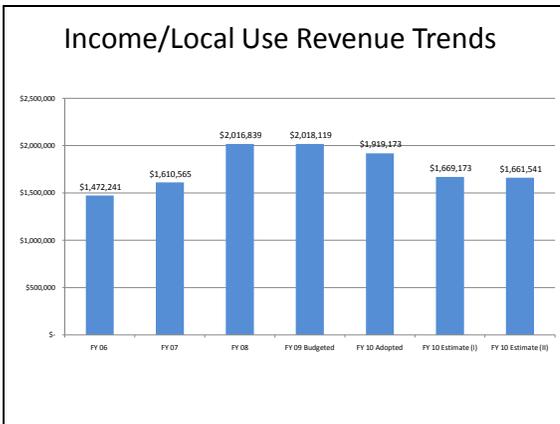
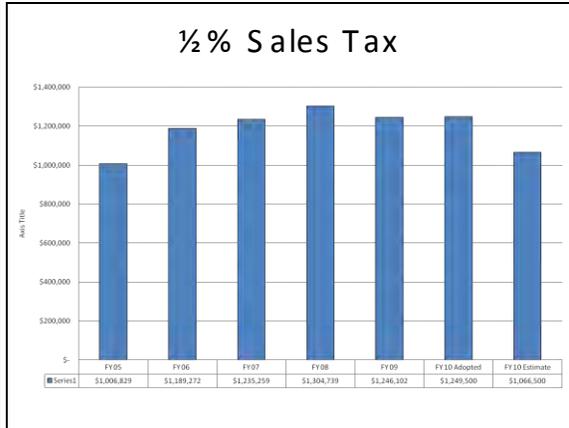
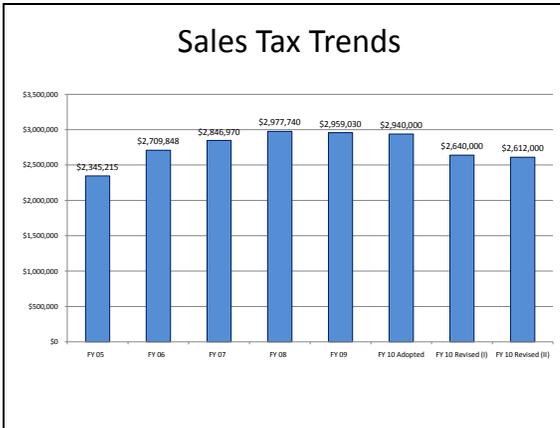
- The Statewide and National Economy has impacted Mokena in a similar fashion as other Units of Government.
- Revenues are down in virtually every category
- General Fund hit the hardest with 10% reduction in revenue
- Overall GF revenues are down (\$858K)

Year	Revenue
Actual FY 07	\$7,488,262
Actual FY 08	\$8,446,799
FY 09 Budgeted	\$8,601,953
FY 09 - Est.	\$7,908,284
FY 10 Proposed	\$7,744,642

(2) GF Adopted Budget Summary

- General Fund expenditures trimmed by \$660K in current year and another \$830K in proposed budget.
- Reduction of \$1.5M from FY 09 base over past two budgets

Year	Expenditures
Actual FY 07	\$7,875,084
Actual FY 08	\$8,395,454
FY 09 Budgeted	\$8,964,919
FY 09 - Est.	\$8,309,018
FY 10 Proposed	\$8,137,044

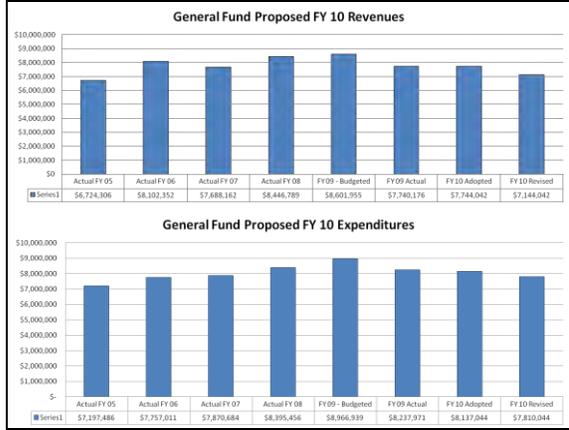


FY 10 YTD Proposed Budget Reductions with more to come!

Category	Amount
1 Personal Service	\$92,330
2 Commodities	\$37,025
3 Contractual Services	\$46,620
4 Capital	\$1,203
5 Contingency	\$150,000
Total	\$327,178

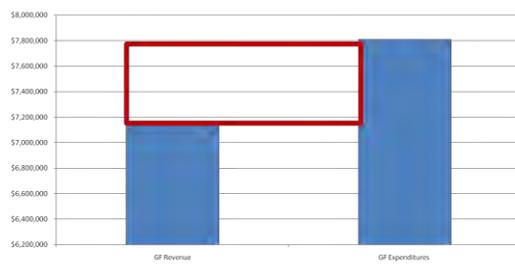
•FY 10&11 Budget Reduction Steps

Unforeseen Revenue Loss	\$600K
Budget Reductions	(\$327K)
Use of Fund balance	(\$115K)
Remainder	<u>\$158K</u>

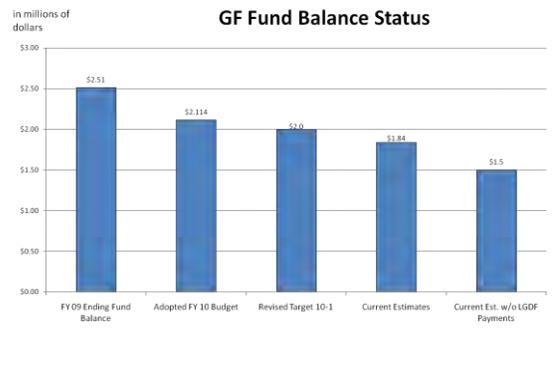


FY 11 GF Imbalance

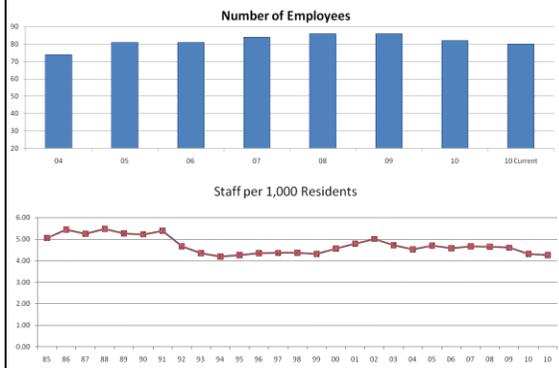
• This is the kind of imbalance we are facing in the general fund.



GF Fund Balance Status



Staffing Levels



Summary

- Recessionary impacts still on downturn.
- GF budget reductions now combine for approximately \$1.825M over past two budget years.
- We still are facing a large structural GF imbalance.
- We must reduce more costs moving forward
- Reducing personnel costs will need to be the focus moving forward!

Administrator Downs suggested making a similar presentation during the January 25th Village Board meeting. In addition, he recommended the Board consider some formal direction to reduce personnel costs moving forward.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 6:35 p.m.

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

Session 002

January 25, 2010

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:

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

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 Steve Hoblin and Jim Naumczik for the "Mokena Helps Haiti" fund raiser. Mr. Naumczik gave a brief presentation about the fund raiser that will be held on Sunday, February 28, 2010 at Nancy's Pizzeria, 19803 LaGrange Road. Both gentlemen asked the community for their help to give a gift to the American Red Cross to help the people in Haiti. Anyone wanting to help in any way can call Jim at 708-906-7040.

COMMUNITY CALENDAR

Clerk Patt presented the community calendar.

CONSENT AGENDA

Village Administrator John Downs presented (3) items on the Consent Agenda for the Boards approval. These items are strictly administrative in nature.

- a) Motion to grant approval to Misericordia Heart of Mercy to conduct their Tag Days fund raising campaign on April 23 and 24, 2010; and to waive all permit and registration fees.
- b) Motion to grant approval to Boy Scout Troop 40 to conduct their annual Candy Days solicitation campaign during the months of March and April 2010, and a Food Drive on March 20th and 27th, 2010; and to waive all permit and registration fees.
- c) Motion to approve the Minutes from the January 11, 2010 Board Meeting.

Trustee Mazzorana made a motion to approve Consent Agenda Item 5 (a), (b) and (c) as depicted in the January 21, 2010 Request for Board Action prepared by the Village Administrator. Trustee Labriola seconded.

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

APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS

N/A

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

N/A

PUBLIC HEARINGS

N/A

OLD BUSINESS

Fiscal Year 2010/2011 Budget Update

Village Administrator John Downs provided a power point presentation updating the Board and public on the Village's Fiscal Year 2010/2011 Budget. Mr. Downs gave a brief overview of the General Fund budget trends, the decrease in sales, income and use taxes, budget reduction measures taken to date and an overview of the General Fund status moving forward into the Fiscal Year 2011.

Administrator Downs summarized that recessionary impacts are still on a downturn. The General Fund budget reductions now combine for approximately \$1.85 million over the past two budget years and are still facing a large structural General Fund imbalance. He explained that the Village needs to reduce more costs moving forward, personnel costs being the main focus.

FY 10/11 Budget Update

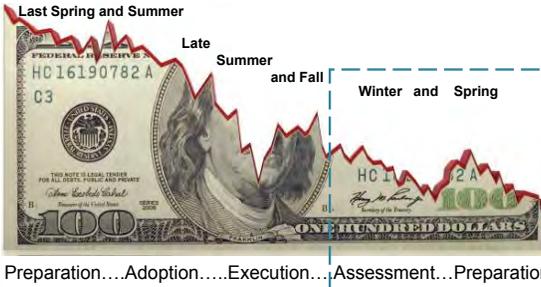
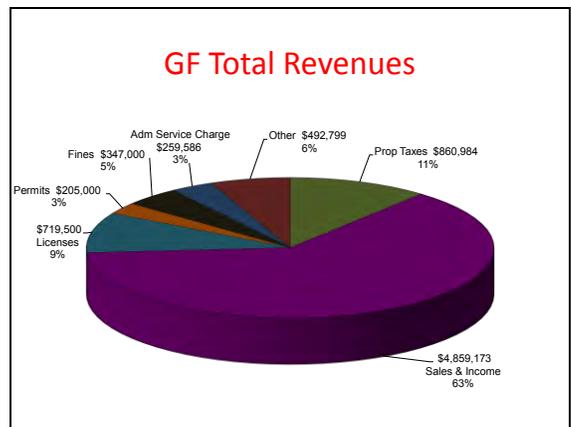
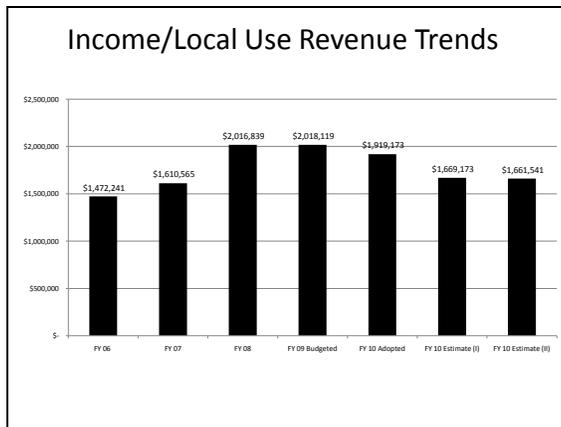
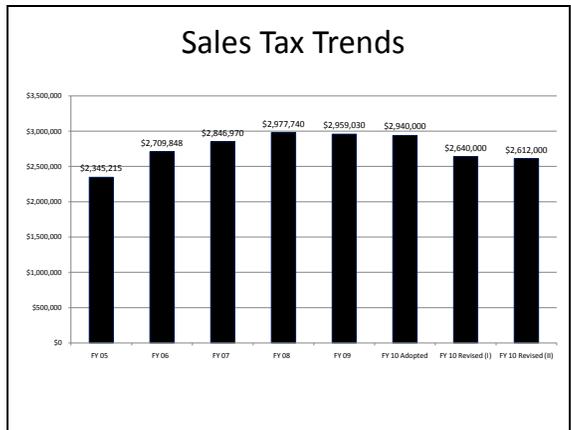
January 25, 2010

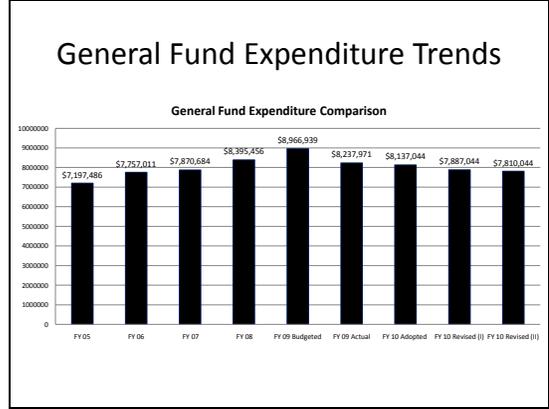
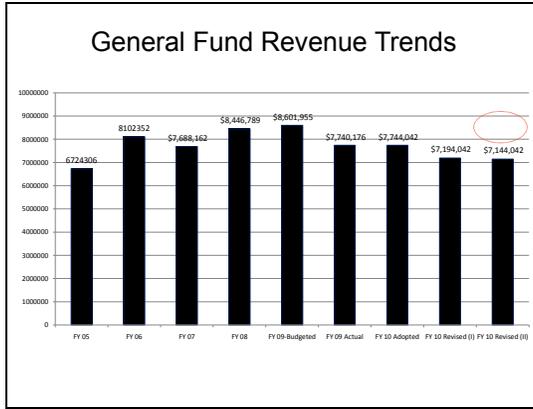


Tonight's Overview

- Review of General Fund budget trends.
 - Sales, income and use tax
 - Overall Revenues
 - Expenditures and budget reductions
- Review of General Fund status moving into FY 11.
 - Cash Flow imbalance
 - Fund balance trends
- Next Steps.....

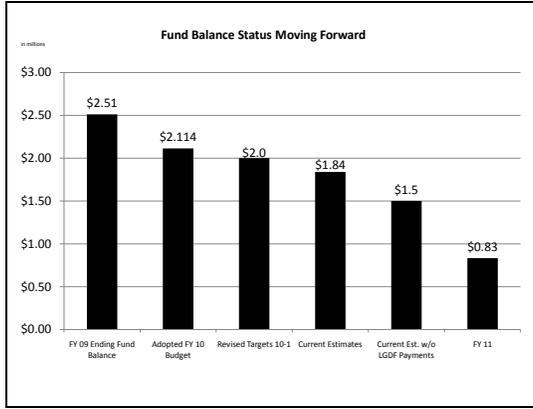
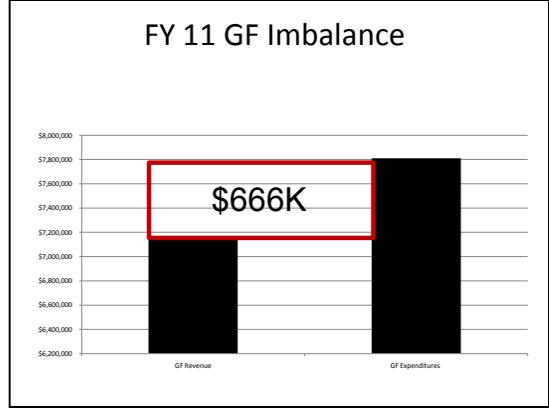
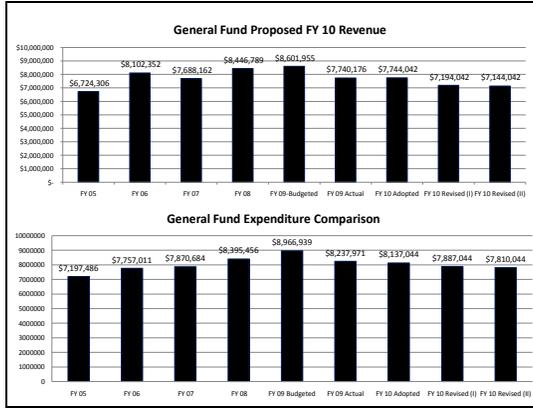
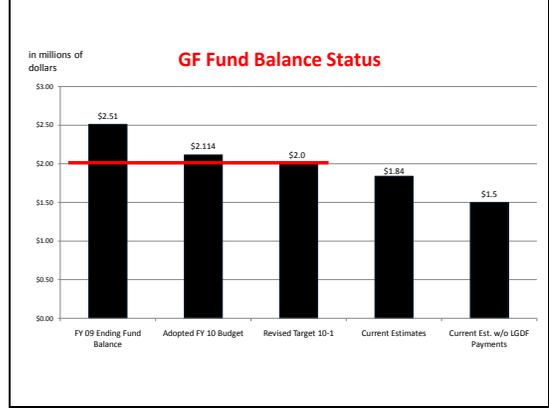
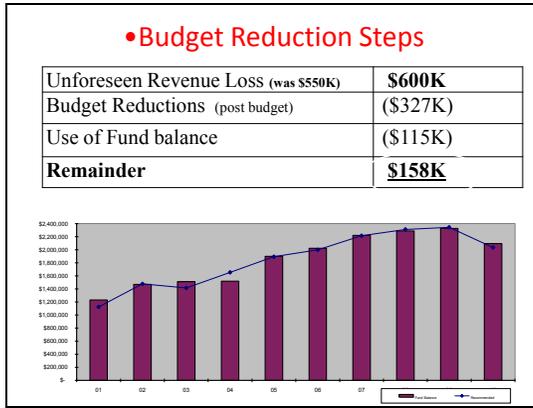
"The Reality of our Times"

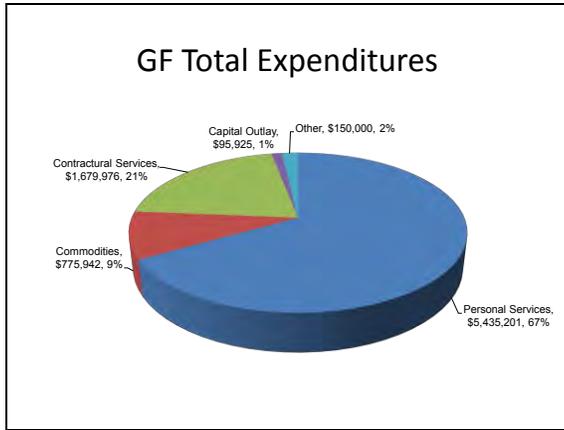


- ### Notable Budget Reductions to Date
- 1) Refinanced two bond issues that will save Mokena taxpayers \$450K.
 - 2) Reduced full time employees from 86 to 80
 - 3) Implemented employee cost sharing for health care.
 - 4) Developed and offered employee incentive programs to induce voluntary attrition and reduce health care costs.
 - 5) Delayed capital equipment replacement.

- ### (Cont) Budget Reductions to Date
- 6) Shifted road and infrastructure maintenance programs out of the general fund.
 - 7) Reduced total budgetary outlays for 2010 by over 20%.
 - 8) Reduced GF budgetary outlays.....
 - In FY 10=\$830K (initially) or almost 10%
 - In FY 10=\$327K YTD
 - In FY 10=\$1.157M or almost 13%



- ### What does this all mean?
- Recessionary impacts still on downturn.
 - We are still facing a large GF structural imbalance.
 - Even though we made \$1.157M in reductions this year alone.
 - We must reduce more costs.
 - Reducing personnel costs further should be the focus moving forward!



- ### Next Steps
1. Continue looking for cost savings alternatives.
 2. Begin assessing and analyzing the impacts of reducing personnel costs.
 3. Formulate recommendations having the least negative impact on residents.
 4. Decrease or eliminate the GF imbalance through recommended actions.

Mayor Werner commented on the tough decisions that have to be made in the Village to remain financially stable. He asked the residents to remain supportive to the Board for decisions made.

Trustee McGinn made a motion to direct the Village Administrator to prepare for further reductions in part time and full time personnel costs and/or forces and other expenditures necessary to address General Fund revenue shortfalls for the balance of FY 10 and in preparation of the FY 11 Mokena Budget. Trustee Engler seconded.

Trustee Metanias inquired about how late is the State in making their payments. Mr. Downs explained they are running about 60-90 days late with payments made to municipalities.

- AYES: (5) Engler, Metanias, Siwinski, Mazzorana, McGinn
 NAYS: (1) Labriola
 Absent: (0)
 Motion carried

NEW BUSINESS

Sale of Public Property located at the NWC Primrose/Route 30

Public Works Director Lou Tiberi presented to the Board that the Illinois Department of Transportation (IDOT) is planning to widen Route 30 between Williams Street in New Lenox and Route 45 in Frankfort. This construction requires the purchase of .045 acres of property from the Village of Mokena. The property IDOT is proposing to purchase is located on the Northwest corner of Primrose and Route 30, and is a part of the property that is included with our current well and pump house in Old Castle South. This property is approximately 100 feet in length abutting Route 30, which measures about 13 feet in width on the west and 25 feet on the east. It includes a berm, which has trees and bushes on the proposed property to be purchased. The total acreage of the lot the Village owns is currently .287 acres or 12,502 square feet, which will be reduced by .045 acres or 1,960 square feet leaving the property at .242 acres or 10,542 square feet.

IDOT’s proposal included an appraisal and review appraisal from a State certified, licensed real estate appraisers (which has been verified by Staff Attorney Tiffany Gorman), estimating the value of the land and improvements included in the proposed property to be purchased. The land was estimated at \$9.00 per square foot or \$17,640 and the improvements and damages to the property estimated at \$11,360, for a total purchase price of \$29,000.

Staff additionally contracted Mark Munizzo, who is a licensed Illinois Certified General Appraiser, to review this proposal and he has confirmed that IDOT has used the proper methods and comparables and has made a reasonable offer for the proposed purchase.

Illinois statute provides for a Municipality to sell surplus real estate by resolution as long as the value of such real estate is determined by a written MIA certified appraisal or by a written certified appraisal of a state certified or licensed real estate appraiser, the second of which applies in this action. The corporate authorities may accept any contract proposal determined by them to be in the best interest of the Municipality by a vote of 2/3 of the corporate authorities holding office (5 of 7 votes), but in no event at a price less than 80% of the appraised value.

Staff is recommending the Board pass the resolution approving the sale of the property that IDOT is proposing to purchase.

Trustee Mazzorana made a motion to approve Resolution No. 2010-R-001, a Resolution authorizing the sale of surplus public real estate. Trustee Siwinski seconded.

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

PUBLIC COMMENTS

Tom Joseph representing the Illinois Association of Realtors commented and expressed some concern regarding approved Ordinance No. 2010-O-002, regarding vacant property.

VILLAGE ADMINISTRATORS COMMENTS

Village Administrator Downs asked Economic and Community Development Director Alan Zordan to provide an update on pending development projects and Village Engineer Paul Pearson to update the Board and public on the Route 30 and Wolf Road intersection.

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 grocery store, liquor store and furniture businesses located in the Village of Mokena.

Engineer Pearson updated the Board and public about the turning movements at the intersection of Wolf Road and Route 30. He also announced that 2 traffic signals are scheduled to be installed in the near future at Francis and Townline Road and at Francis and Schoolhouse Road.

Administrator Downs commented on the Will County Highway Department being very cooperative to work with and used 191st Street and the two pending signalized intersections as good examples.

TRUSTEE'S COMMENTS

Trustee Labriola reminded residents that this year is the 2010 Census. He wished the Engler's a happy Belated 25th Wedding Anniversary.

Trustee Siwinski inquired about the total building permits now compared to the year 2005. Mr. Zordan provided the answer. He reminded everyone to vote this election.

Trustee McGinn also commented on the 2010 Census and encouraged residents to vote this election.

Trustee Engler reminded residents to vote. She attended the Chamber of Commerce inaugural and thanked her daughter and everyone who attended the surprise 25th wedding anniversary party for her.

Trustee Metanias commented on the development in Mokena the past 5 years. He welcomed new Chamber of Commerce members and welcomed Trustee Labriola back.

Trustee Mazzorana attended and commented on the Chamber of Commerce inaugural and Trustee Engler's Anniversary Party. He also commented on the development trend in Mokena the past 5 years.

CLERK'S COMMENTS

Clerk Patt commented on the Chamber of Commerce and the Calumet Ben Franklin Club inaugurals she attended.

MAYOR'S COMMENTS

Mayor Werner congratulated members of the Chamber of Commerce and Trustee Engler on her 25th Wedding Anniversary. He announced the following upcoming events: February 6th, Best Pizza Event at St. Johns Church, February 7th, Superbowl Tailgate Party at Stoney Point Grill and February 28th, Mokena Helps Haiti at Nancy's Pizzeria. Lastly, he commented on the February 2nd election, he asked residents to educate themselves and take the time to vote.

ADJOURNMENT

Trustee Mazzorana made a motion to adjourn the Regular Session at 8:50 p.m. Trustee Siwinski seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

Respectfully submitted,

Joseph W. Werner, Mayor

ATTEST:

Patricia Patt, Village Clerk

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

Session 004

February 22, 2010

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:

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

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 Bridget O'Brien, Kristin Ahlers and Mary Beth Windberg from the Mokena Park District. The presenters gave a brief presentation about the Park Districts recreation programs, special events, sponsorship opportunities, health & wellness programs, the Oaks Recreation & fitness Center and summer camps. Anyone needing more information can call Laurel Welch at 708-390-2401 or go to website www.mokenapark.com.

Mayor Werner introduced owner Gail Bastas from EggCetera Café. Mrs. Bastas gave a brief presentation about their 2nd location at 10120 191st Street. They are open 7 days a week from 6 a.m. to 3 p.m. for breakfast and lunch. Anyone needing more information can call Gail or Dino at 708-478-0070.

COMMUNITY CALENDAR

Clerk Patt presented the community calendar.

CONSENT AGENDA

Village Administrator John Downs presented (2) items on the Consent Agenda for the Boards approval. These items are strictly administrative in nature.

- a) Motion to adopt Ordinance No. 2010-O-004 an Ordinance pertaining to the classification and number of liquor licenses issued in the Village of Mokena; and to authorize the Village President and Village Clerk to execute same.
- b) Motion to approve the Minutes from the February 8, 2010 Board Meeting.

Trustee Mazzorana made a motion to approve Consent Agenda Item 5 (a) and (b) as depicted in the February 18, 2010 Request for Board Action prepared by the Village Administrator. Trustee Siwinski seconded.

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

APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS

Mokena Women's Club 50th Anniversary Proclamation

Clerk Patt read a proclamation for the Mokena Women's Club 50th Anniversary.

Mayor Werner thanked the Women's Club for all they do for the community and presented them with an honor of recognition award.

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

N/A

PUBLIC HEARINGS

N/A

OLD BUSINESS

Parking Ordinance Amendment

Police Chief Randy Rajewski presented to the Board that the Village's current Parking Ordinance allows residents to park over sidewalks that are part of a residential driveway providing for unlimited use of their driveways during times of on-street Winter Parking Restrictions and to provide additional off-street parking opportunities for residents with small driveways when winter parking restrictions are not in effect.

Recently, Staff became aware of a 2009 Fifth Circuit Federal Appellate Court decision that ruled municipal sidewalks, curbs and parking lots constitute a "service program or activity" under ADA and municipalities must ensure that curbs, sidewalks and parking lots are not obstructed.

This case has raised important issues that could eventually affect local law and in order to be compliant with the ADA Staff is recommending amendment of the Ordinance to prohibit residents from parking vehicles in a manner that blocks sidewalks at any time.

Trustees Metanias questioned how complaints would be handled particularly during snow removal restrictions. Chief Rajewski advised that enforcement challenges will certainly arise and that the Police Department would handle any complaints as practically as possible taking all extenuating circumstances into consideration prior to enforcement.

Trustee McGinn concluded by asking residents to consider their neighbors and utilize common sense and understanding during times of winter parking restrictions.

Trustee McGinn made a motion to adopt Ordinance No. 2010-O-005, an Ordinance pertaining to Parking Restrictions within the Village of Mokena; and authorize the Village President and Village Clerk to execute same. Trustee Engler seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

NEW BUSINESS

2010 9-1-1 Surcharge Reallocation Grant Program Resolution

Police Chief Randy Rajewski presented to the Board that the Will County 9-1-1 Emergency Telephone System Board (ETSB) has recognized that Municipal Agencies and Fire Protection Districts that are part of the ETSB system may require additions or enhancements to their communication capabilities in order to provide 9-1-1 related services to their respective communities. As a result, the Will County Emergency 9-1-1 Telephone System Board recently released a 9-1-1 Surcharge Reallocation Grant program (SRGP) for 2010. The SRGP is designed to provide financial support for communications activities to the public safety fire and law enforcement agencies that are part of the Will County 9-1-1 Emergency Telephone System. Part of the application process includes the execution of the attached Intergovernmental Agreement by the Village Board.

Pursuant to the 2010 Grant announcement, the Village of Mokena is eligible for \$20,741.50 in Grant funds. The specific dollar amount per agency was determined by the ETSB after identifying the total number of hardwire 9-1-1 access lines (ESN's) within the Village of Mokena and applying a per line multiplier.

Chief Rajewski explained that new to the SRGP in 2010 is funding for each Public Safety Answering Point or PSAP. The Lincolnway Public Safety Communications Center will benefit from this modification bringing an additional \$53,739.61 in funding to the center.

Trustee Labriola as Chairman of the Lincolnway Board was instrumental in the additional PSAP funding being awarded by prompting the ETSB to consider releasing more dollars in this year's grant.

This funding will be earmarked for portable radios, which will complete our transition to the Will County Radio Network that began in 2008.

Trustee McGinn made a motion to adopt Resolution Number 2010-R-003, a resolution pertaining to the Will County Emergency Telephone System Board 9-1-1 Surcharge Reallocation Grant Program, and to authorize the Village President and Village Clerk to execute the same. Trustee Metanias seconded.

Trustee Labriola questioned the budget savings for the Village of Mokena based on the Grant being awarded. Chief Rajewski indicated that the savings for the Village of Mokena in the upcoming 2011 budget would be approximately \$10,000 with the overall communication center budget for Mokena down over \$25,000.

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

PUBLIC COMMENTS

Steve Hoblin reminded residents and asked for their support for the "Mokena Helps Haiti" fundraiser on Sunday, February 28th at Nancy's Pizza from noon to 9 p.m. There will be many raffles and silent auctions to help raise funds.

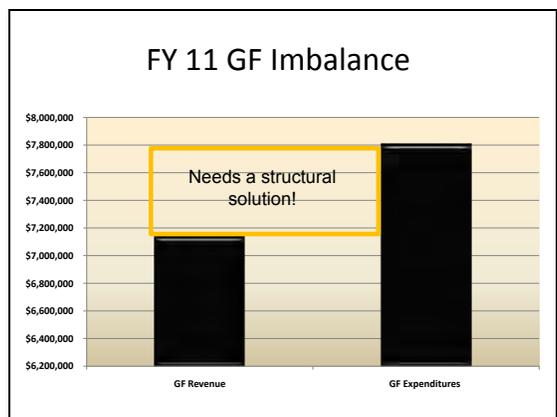
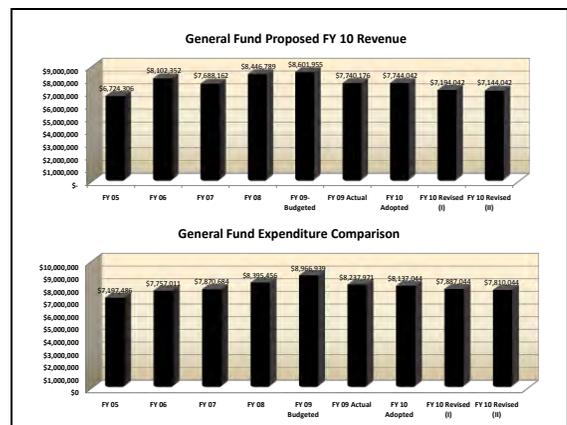
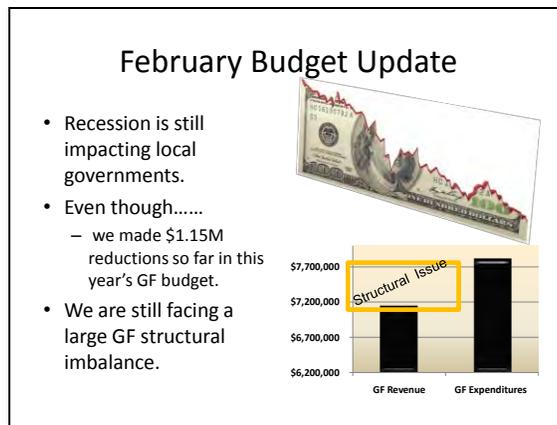
VILLAGE ADMINISTRATORS COMMENTS

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.

Mr. Zordan gave a preview of Accounting & Tax Preparation businesses located in the Village of Mokena.

Administrator Downs updated the Board and Residents on the Village's budget.



How do we weather this storm?

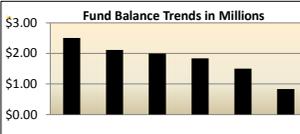
1. Develop clear priorities!
 - Long term outlook
 - Financial Stability
 - Realistic solutions
 - Structurally focused
2. Measure the impacts of our decisions.
3. Pursue a logical implementation plan
4. Keep a balanced perspective.

(1) Long term outlook-Financial Stability

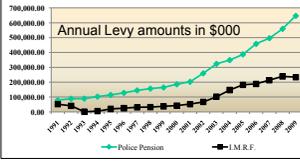
- a) Keep fund balance levels intact.
- b) Do not borrow
- c) Fund pension obligations.
- d) Don't shift today's problems to tomorrow's generations!



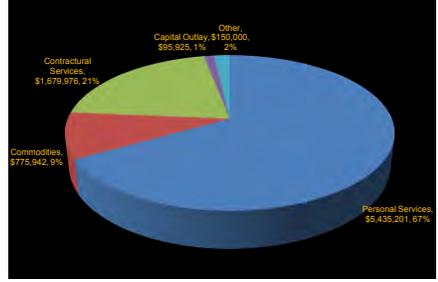
Fund Balance Trends in Millions



Annual Levy amounts in \$000



Realistic Solutions with Structural Focus!



(2) Measure Expected Impacts of Reduced Spending!

- a) Prior to actual decision making.
- b) Consider decisions having least negative impact on customer.
- c) Communicate likely impacts to customers in realistic terms....




- 1) Volume of services.
- 2) Frequency of services.
- 3) Time required to provide service.

(3) Logical Implementation Plan

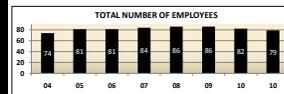
- Implement layoffs when:
 - Capacity is no longer needed
 - Capacity can be effectively absorbed by others
- Decrease costs by:
 - Attain employee contributions for health care premiums
 - Minimize or freeze wage and benefit increases until economy rebounds
- Treating employee groups in similar fashion.





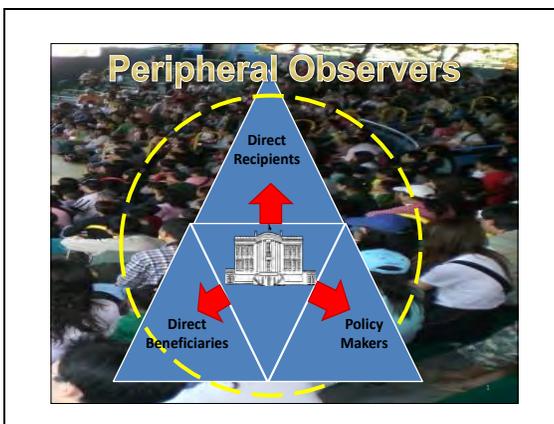
(3) Logical Implementation Plan

- Advance natural and induced attrition.
 - Do not replace retiring or separating employees
 - Offer reasonable separation incentives
- Seek other alternatives to reduce costs.
- Implement Reduction in Forces.

(4) Keep a balanced perspective

1. Understand this situation is new to most everyone.
2. Be able to understand/accept criticism and explain the rationale for decisions.
3. Refrain from allowing specific interest groups to dominate decision strategies.
4. Remember that each decision is multi-dimensional.
5. Always keep the bigger picture in mind.



TRUSTEE'S COMMENTS

Trustee's McGinn, Engler and Siwinski made no comments.

Trustee Metanias commended the Public Works Department for their fine job on snow removal. He also asked residents for their help in removing their vehicles from the streets so the snow plow drivers can clear the roads a little more effectively. He sent a hello out to his daughter and son.

Trustee Mazzorana encouraged residents to shop Mokena and he thanked Administrator Downs for his timely comments on the economy.

Trustee Labriola thanked everyone for their support with the Emergency 911 Center.

CLERK'S COMMENTS

Clerk Patt sent condolences to Judy Egan for the loss of her Dad. She shared a shop Mokena experience with the business English Garden and thanked Chief Rajewski for the vacation house watch program that the police department offers.

MAYOR'S COMMENTS

Mayor Werner thanked the Public Works Department for a great job on clearing the roads. He wished his daughter Amanda a Happy 20th Birthday. He also shared a Historical Society story about the McGovney family bible and its safe return to a member of the family. He encouraged residents to attend the Mokena Helps Haiti fundraiser on February 28th. Lastly, he announced a new business "Little Guys Home Electronics" coming to the Hickory Creek Plaza very soon.

ADJOURNMENT

Trustee Labriola made a motion to adjourn the Regular Session at 8:43 p.m. and enter into Work Session. Trustee Siwinski seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

Respectfully submitted,

Joseph W. Werner, Mayor

ATTEST:

Patricia Patt, Village Clerk

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, February 22, 2010

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 8:45 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; Police Chief Randy Rajewski; Community Development Director Alan Zordan and Public Works Director Lou Tiberi.

Fiscal Year 2011 Budget

Village Administrator Downs presented to the Board a power point presentation regarding the FY 2011 Budget. The budget topics this evening focused on the proposed fleet schedule and capital equipment.

Village Board Work Session

February 22, 2010

Capital Equipment
 Fleet Schedule

Capital Equipment – Police

EQUIPMENT	FUNDING SOURCE	REQUESTED	PROPOSED
Police Department			
(8) Portable 800mhz Radios - Additional	General	\$ 20,800	\$ 20,800
LiveScan Fingerprint System*	General	\$ 22,800	\$ -
(2) MDT** - Replacement	General	\$ 16,000	\$ -
(2) Squad Car Video Cams** - Replacement	General	\$ 12,000	\$ -
(2) Mobile 800 mhz Radios** - Additional	General	\$ 6,000	\$ -
(2) MDT** - Replacement	General	\$ 16,000	\$ -
(1) Public Notification System**	General	\$ 6,500	\$ -
(2) Bullet Shields** - Additional	General	\$ 2,600	\$ -
(1) Rapid Recovery System**	General	\$ 5,400	\$ -
(1) Truck Vault**	General	\$ 2,500	\$ -
(1) Opticom Pre-emption System**	General	\$ 14,000	\$ -
(1) Honda Generator**	General	\$ 1,200	\$ -
TOTAL		\$ 125,800	\$ 20,800
BSDA			
(1) Warning Siren**	General	\$ 24,296	\$ -
TOTAL		\$ 150,096	\$ 20,800

* FY 11 Request ** FY 10 Request

Capital Equipment – Public Works

Public Works			
Rolling Jack for Vehicle	General	\$ 4,600	\$ -
Power Washer	General	\$ 5,320	\$ -
Riding Mower	General	\$ 2,976	\$ -
Modis Snap On Snanner Diagnostic Tool	General	\$ 6,525	\$ -
Shoulder Gravel Spreader	General	\$ 3,600	\$ -
Meter Reading Equipment Upgrade	Water Operating	\$ 40,000	\$ 40,000
Panel Upgrade	Sewer Operating	\$ 14,061	\$ 14,061
Digester Blower	Sewer Plant Replacement	\$ 2,860	\$ 2,860
Raw Pump	Sewer Plant Replacement	\$ 13,200	\$ 13,200
Air Handler (roof top)	Sewer Plant Replacement	\$ 5,170	\$ 5,170
Unit Heater (bldg 20)	Sewer Plant Replacement	\$ 2,400	\$ 2,400
D.E. Mixer	Sewer Plant Replacement	\$ 5,500	\$ 5,500
Electric Blower Motor	Sewer Plant Replacement	\$ 1,100	\$ 1,100
B.O.D. Incubator (Lab)	Sewer Plant Replacement	\$ 4,000	\$ 4,000
(1) Portable Jackhammer**	General	\$ 1,750	\$ -
(1) Concrete Saw Partner**	General	\$ 1,000	\$ -
TOTALS		\$ 114,062	\$ 88,291

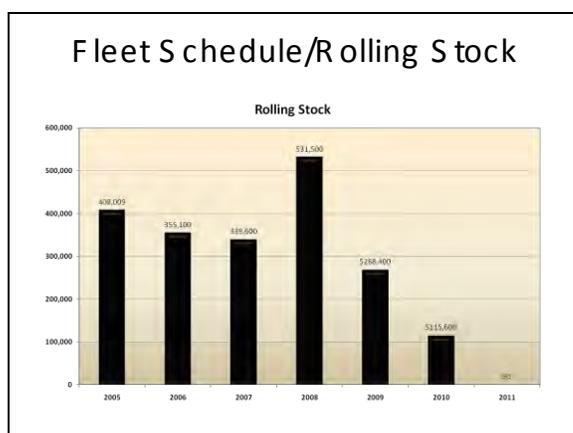
** FY 10 Request

Fleet Schedule/Rolling Stock

VEHICLE/EQUIPMENT	FUND	SCHEDULED	PROPOSED
(1) Replace 2.5 Ton Dump Truck w/Plow & Spreader*	General	\$105,000	\$0
(2) Replace Squad (MO11 & MO12)* (Outfitted)	General	\$54,000	\$0
(2) Replace Police SUV (MO7 & MO8)* (Outfitted)	General	\$62,000	\$0
(1) Replace Police SUV (MO1)** (Outfitted)	General	\$31,000	\$0
(1) Replace 4x4 Pickup w/Plow**	General	\$36,000	\$0
(1) Replace Squad (MO14)** (Outfitted)	General	\$27,000	\$0
(1) Addnl 1 Ton Dump Trk w/Plow & Sprdr**	General	\$57,600	\$0
(1) Replace Tractor/Backhoe**	General	\$71,000	\$0
GENERAL TOTAL	General	\$443,600	
(1) Replace 4x4 Pickup w/Plow*	W&S	\$36,000	\$0
(1) Replace GMC 2500 Van**	W&S	\$29,000	\$0
W & S TOTAL	W&S	\$65,000	\$0
TOTAL (GENERAL & W&S)		\$508,600	

* FY 11 Request ** FY 10 Request

- Fleet Replacement Liability 2010 - \$213K
- Fleet Replacement Liability 2011 Cumulative - \$509K



Summary

Summary		
	5 Year Budget Average	FY 11
Capital Equipment	\$195,853	\$109,091
Fleet Replacement	\$322,040	0

The proposed fleet replacement plan for FY 11 provides for no vehicle replacement. This is the second year that a scaled down fleet replacement program has been place. Proposed capital equipment of \$109K includes mostly replacement items for the WWTP. Only \$20.8K has been programmed for the general fund. These are funds that are being provided by ETSB via a grant.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 9:16 p.m.

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, March 8, 2010

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
- 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; Police Chief Randy Rajewski; Community Development Director Alan Zordan and Public Works Director Lou Tiberi.

Fiscal Year 2011 Budget

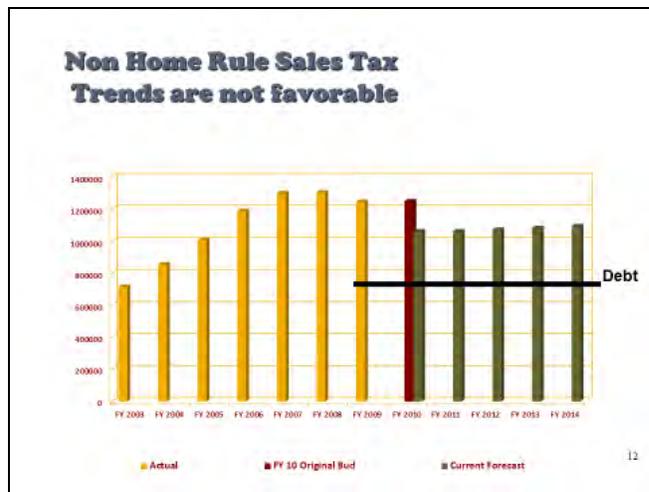
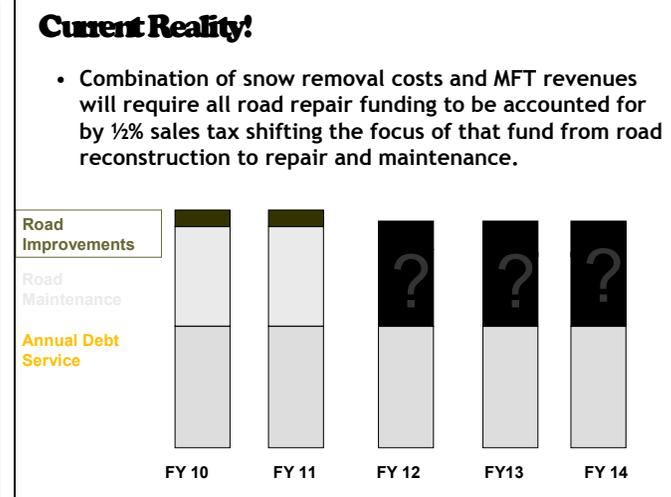
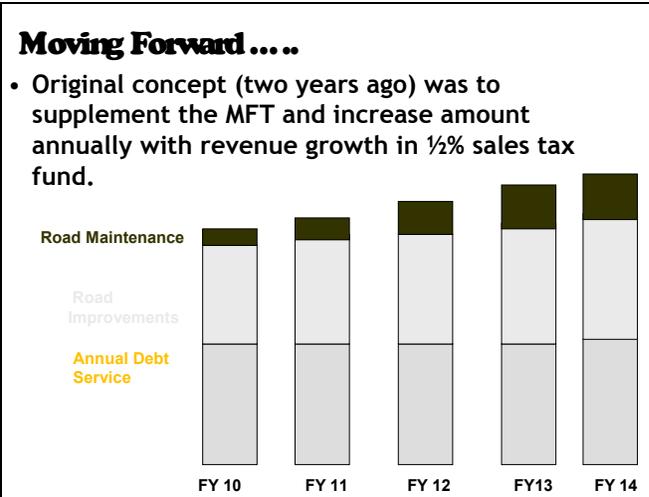
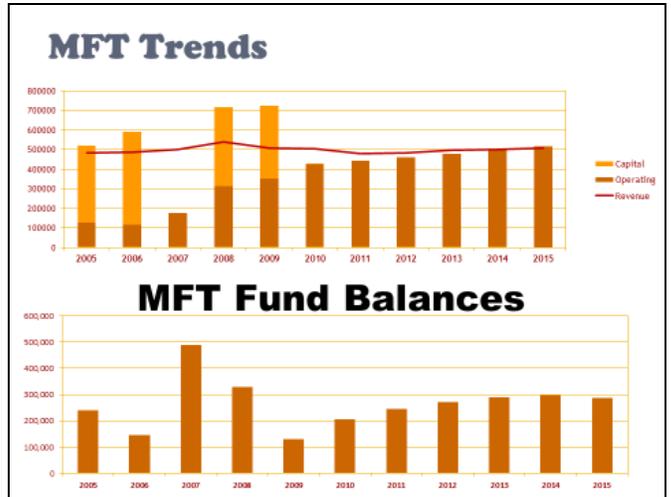
Village Administrator Downs presented to the Board a power point presentation regarding the FY 2011 Budget. The budget topics this evening focused on Local road rehabilitation, Infrastructure maintenance issues and Road improvement program.

<h2 style="margin: 0;">Budget Work Session</h2> <h3 style="margin: 0;">FY 11</h3> <p style="margin: 10px 0 0 0;">March 8, 2010</p>	<h3 style="margin: 0;">Tonight's Topics</h3> <ul style="list-style-type: none"> • Local Road Maintenance Program <ul style="list-style-type: none"> - Continues a shift in funding structure - To provide adequate road repair program • Continues a shift in other infrastructure maintenance costs. • Road Improvement Program <ol style="list-style-type: none"> 1. US30 Phase II Improvements (local share) 2. EB to SB right hand turn lane at Wolf and LaPorte Roads 3. Local share for signals at Francis and Townline Roads 4. Engineering and ROW for south leg of Schoolhouse Road 5. Engineering and ROW for 80th Avenue and 191st Street 6. Engineering and planning for potential Rock Island Quiet Zone
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<h3 style="margin: 0;">Road Maintenance Overview</h3> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <p>In general . . .</p> <ul style="list-style-type: none"> • Average lifespan of local road before repaving is necessary-20+/- years • Number of road miles in Village: <ul style="list-style-type: none"> - Currently-80+/- • 4+/- miles per year - Full Build out-105 • (5+/- miles per year) </td> <td style="width: 50%; padding: 5px;"> <ul style="list-style-type: none"> • FY 10 funding Overview <ul style="list-style-type: none"> - Programmed \$770K (2.9m) - Spent \$718K (3.9m) • Last year was a very good year for road repairs! • Need to maintain focus on this issue moving forward. • Slowdown in growth is allowing for a shift in focus. </td> </tr> </table>	<p>In general . . .</p> <ul style="list-style-type: none"> • Average lifespan of local road before repaving is necessary-20+/- years • Number of road miles in Village: <ul style="list-style-type: none"> - Currently-80+/- • 4+/- miles per year - Full Build out-105 • (5+/- miles per year) 	<ul style="list-style-type: none"> • FY 10 funding Overview <ul style="list-style-type: none"> - Programmed \$770K (2.9m) - Spent \$718K (3.9m) • Last year was a very good year for road repairs! • Need to maintain focus on this issue moving forward. • Slowdown in growth is allowing for a shift in focus. 	<h3 style="margin: 0;">MFT Operational Trends for Snowremoval</h3> <ul style="list-style-type: none"> • More severe winters <ul style="list-style-type: none"> - Sent costs for snow removal spiraling upward. - OT and salt purchases • Reduced available funding for road repairs. • Stagnant MFT Receipts • Forced a shift in funding for road repairs from MFT to ½% sales tax fund. <div style="text-align: right; margin-top: 10px;">  <p style="font-size: small;">A Mokena snowplow pushes through a snow drift on Wolf Road in Mokena, Ill. The snow is deep enough to cover the road and salt piles have been scattered across the road by the Village's trucks.</p> </div> <div style="font-size: x-small; margin-top: 10px;"> <p>As snow piles up, so do bills</p> <p>Winters in Mokena continue to grow in cost</p> <p>Joseph Mazzorana, Mokena's Finance Director, says that the Village's snow removal costs have increased significantly over the last few years. He says that the Village's snow removal costs were \$718,000 in 2009 and are expected to reach \$1,000,000 in 2010. Mazzorana says that the Village's snow removal costs are increasing because of more severe winters and higher prices for salt and overtime pay for the Village's snowplow operators.</p> <p>SNOW REMOVAL COSTS OVER LAST FIVE YEARS</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr><th>Year</th><th>Cost</th></tr> <tr><td>2005</td><td>\$500,000</td></tr> <tr><td>2006</td><td>\$600,000</td></tr> <tr><td>2007</td><td>\$700,000</td></tr> <tr><td>2008</td><td>\$800,000</td></tr> <tr><td>2009</td><td>\$718,000</td></tr> <tr><td>2010</td><td>\$1,000,000</td></tr> </table> </div>	Year	Cost	2005	\$500,000	2006	\$600,000	2007	\$700,000	2008	\$800,000	2009	\$718,000	2010	\$1,000,000
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Year	Cost																
2005	\$500,000																
2006	\$600,000																
2007	\$700,000																
2008	\$800,000																
2009	\$718,000																
2010	\$1,000,000																

Motor Fuel Tax Fund – Proposed Plan

	2010	2011	2012	2013	2014	2015
Beginning Fund Balance	\$129,711	\$206,930	\$244,843	\$270,009	\$290,370	\$296,635
Revenue:						
MFT Allotment	\$502,784	\$477,926	\$482,780	\$496,280	\$501,220	\$506,160
Interest Earnings	\$400	\$0	\$0	\$0	\$0	\$0
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenue	\$503,184	\$477,926	\$482,780	\$496,280	\$501,220	\$506,160
Total Available For Spending	\$632,895	\$684,856	\$727,623	\$766,289	\$791,590	\$802,795
Operating Expenses:						
Personal Services	\$88,550	\$92,092	\$95,776	\$99,607	\$103,591	\$107,735
Commodities	\$300,000	\$312,000	\$324,480	\$337,454	\$350,958	\$364,996
Contractual Services	\$34,540	\$35,922	\$37,358	\$38,853	\$40,407	\$42,023
Total Operating Expenses	\$423,090	\$440,014	\$457,614	\$475,919	\$494,955	\$514,754
Capital Projects:						
Improvements - Streets & Alleys	\$2,875	\$0	\$0	\$0	\$0	\$0
Improvements - Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Capital Outlay	\$2,875	\$0	\$0	\$0	\$0	\$0
Ending Fund Balance	\$206,930	\$244,843	\$270,009	\$290,370	\$296,635	\$288,041



Proposed FY 11 Road Program

Improvement Projects - 2010/11	Estimated Cost
Duchess (Townline to Victorian)	\$48,756.27
Baron Dr. (Duchess to Camelot)	\$39,311.27
Camelot (Baron to Victoria)	\$25,461.89
Victorian Dr. (195th to Duchess)	\$72,290.66
Queens Ct. (Victorian to End)	\$14,715.01
Yorkshire Dr. (195th to 194th)	\$42,391.27
Glennell (195th to 197th)	\$85,162.85
Pheasant Ln. (Glennell to Glennell)	\$67,457.25
Pheasant Ct. (Pheasant Ln. to End)	\$28,896.55
Blyth Way (Regent to 195th)	\$32,473.07
Regent (Kirkstone to 195th)	\$52,685.96
Austin Court (Kirkstone to End)	\$29,935.60
Bristol Court (Kirkstone to End)	\$17,112.80
Galway Bay (Revere to Fintan)	\$47,210.02
Connemara Ct. (Galway to End)	\$22,517.51
Celtic Ct. (Galway to End)	\$23,897.51
Total:	\$650,275.49

2010/2011 Street Miles (Total) = 2.48



Proposed FY 12 Road Program

Improvement Projects - 2011/12	Estimated Cost
April (Birch to Walnut)	\$47,246.90
April Ct. (April to End)	\$22,613.76
Birch (Cherry to Walnut)	\$52,273.77
Cherry St. (Willow to Birch)	\$91,708.62
Elm Ave. (Walnut to Cherry)	\$41,703.77
Elm Ct. (Elm to End)	\$8,600.25
Walnut (Willow to Birch)	\$68,293.79
Prestancia Dr. (Route 30 to End)	\$126,180.07
80th Ave Industrial Park (188th, 189th, 82nd Ave)	\$150,000.00
Total:	\$608,620.92

Price Increase Adjusted for Inflation (x 1.03) \$626,879.55

2011/2012 Street Miles (Total) = 1.97

Proposed FY 13 Road Program

Improvement Projects - 2012/13		Estimated Cost
Marley Creek Court	(193rd to End)	\$28,371.09
193rd Street	(Creek Crossing to End)	\$31,322.51
Parkside Ln.	(Creek Crossing to Creekside Ln.)	\$64,994.32
Creek Crossing	(193rd to Creekside Ln.)	\$87,272.55
Fairmont	(Creek Crossing to 193rd)	\$53,194.67
Creekside Lane	(191st to 192nd)	\$28,507.51
191st	(114th to Parkside Ln.)	\$79,590.58
Bornet	(Rt. 45 to Henry)	\$81,377.98
Ridge	(Bornet to Enterprise)	\$36,275.19
Enterprise	(Ridge to Henry)	\$60,322.35
Henry	(191st to Enterprise)	\$69,301.91
Willow	(Schoolhouse to Kirkstone)	\$192,315.44
Total:		\$812,846.11
Price Increase Adjusted for Inflation (x 1.06)		\$861,616.87
2012/2013 Street Miles (Total) =		2.68

Proposed FY 14 Road Program

Improvement Projects - 2013/14		Estimated Cost
Pinegrove	(LaPorte to Cul-de-Sac)	\$58,870.03
Burke Ct.	(Pinegrove to end)	\$13,569.38
Balsam Ct.	(Pinegrove to End)	\$12,609.38
Forestview Dr.	(Pinegrove to Lakeview)	\$72,980.04
Forestview Ct.	(Forestview to End)	\$13,625.01
Arbor Ln.	(Lakeview to Lakeview)	\$45,972.52
Lakeview Way	(LaPorte to Forestview)	\$59,661.28
Newton Way	(Forestview to Sorrenson)	\$39,781.27
Sorrenson Ct.	(Everett to Cul-de-Sac)	\$28,126.27
Everett Ln.	(LaPorte to Forestview)	\$43,388.99
First Court	(Schoolhouse to End)	\$61,148.15
88th Ave	(191 st Street to S. of 192 nd)	\$150,000.00
Total:		\$599,732.31
Price Increase Adjusted for Inflation (x 1.09)		\$653,708.22
2013/2014 Street Miles (Total) =		1.89

Proposed FY 15 Road Program

Improvement Projects - 2014/15		Estimated Cost
116th St.	(192nd to 193rd)	\$44,803.77
116th St.	(195nd to 197th)	\$48,625.56
116th St.	(197th to Francis)	\$63,915.39
Union	(Second to Third)	\$37,472.45
Union	(Parker to Revere)	\$52,656.67
Anna	(LaPorte to End)	\$58,591.45
194th St.	(97th Ave. to End)	\$26,321.44
97th Ave.	(194th to 197th)	\$108,066.85
ClearVue Ct.	(Everett to End)	\$42,218.14
194th	(97th Ave. to Rt. 45)	\$54,230.74
196th	(97th Ave. to Rt. 45)	\$54,480.74
197th	(97th Ave. to Rt. 45)	\$54,480.74
Total:		\$645,863.94
Price Increase Adjusted for Inflation (x 1.12)		\$723,367.62
2014/2015 Street Miles (Total) =		1.62

- ### Other Maintenance Issues
- Obtaining General Fund relief regarding other infrastructure maintenance functions.
 - Typically spend \$100K-\$150K+/- 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.
 - Intention is to make this shift temporary until general fund revenue stream returns to a normal growth cycle?????
 - Timeline for this is uncertain!

FY 2011 Infrastructure Maintenance

• Full Depth Patching	40,000
• Wolf Road Patching	40,000
• Curb Shotcrete	5,000
• Sidewalks	33,000
• Mudjacking (Sidewalks/Curbs)	7,000
• Structural Street Light Repairs	15,000
• Material Testing	5,000
• Erosion Control at Lawn Lake	15,000
Total	\$160,000



Road Program

	Miles of Streets Repaved/Costs					Average
	FY 10	FY 11	FY 12	FY 13	FY 14	
Prior Plan MFT only	1.63 \$341K	1.63 \$362K	1.55 \$314K	1.89 \$325K	1.6 \$334K	1.66miles \$335k
Proposed Plan ½% sales tax	3.90 \$718K	2.48 \$650K	1.97 \$627K	2.68 \$862K	1.89 \$654K	2.58miles \$702K
General Maintenance	\$173K	\$160K	\$170.5K	\$160K	\$167K	\$166K

- 4+/- miles per year is required to meet 20 year schedule with current roads
- Proposed program increases road miles per year
- Utilizes fund for infrastructure maintenance (no MFT fund programmed)
- Programming moves into a multi-year format at this time

- ### Road Construction Program
- Tonight's recommendation continues an accelerated plan to shift the ½% sales tax fund from construction to maintenance
 - Proposed FY 11 (and beyond) program provides for several smaller scale road improvement projects and programs
 1. US30 Phase II Improvements (local share)
 2. EB to SB right hand turn lane at Wolf and LaPorte Roads
 3. Local share for signals at Francis and Townline Roads
 4. Engineering and ROW for south leg of Schoolhouse Road
 5. Engineering and ROW for 80th Avenue and 191st Street
 6. Engineering and planning for potential Rock Island Quiet Zone
 - This keeps programs and projects moving where needed to improve street system safety and capacity.

(1) Local Share of US 30 Phase II Improvements



(2) LaPorte Right EB to SB Turn Lane

- 850+/- Sq. Ft. ROW to be acquired
- Estimated Cost
 - ROW 3.0 K
 - Engineering 22.3K
 - Construction 100 K
 - Post Office Driveway 5K
- Total Cost \$130,300
- More Than 150 EB-SB Right Turns During Peak Hour
- Improve Intersection Capacity and match WB to NB turn lanes.
- Improve turning and stacking conflicts at post office
- Budget costs are combined for FY 10&11



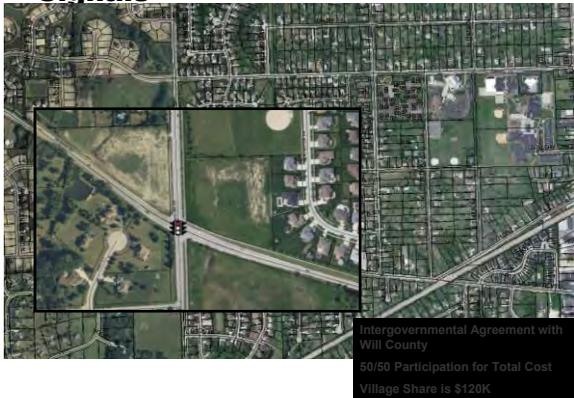
Post Office Access Examples



Post Office Access Examples



Francis Road / Town line Road Signals



(4) Schoolhouse Road (south leg)

- Finalize design and initiate ROW acquisition in FY 10.....In process!
- At this point, construction is not imminent due to funding restrictions
- Could be delayed beyond FY 15(or further depending on other programming measures).
- North leg design standard still needs to be determined
- North leg construction is much further in the future
- Road is under consideration as FAU Route

(4) Schoolhouse Rd Signals & Improvements For South Leg



Complete Design And ROW for south leg \$27.4K in FY 11



(5) 80th Ave. and 191st Intersection

- Cooperation with Tinley Park (intergovernmental to define financial participation)
- Two through lanes in each direction
- Dual lefts on all legs
- Dedicated right turn lanes on all legs
- Seven total lanes on each leg



Estimated Cost Sharing for Engineering & ROW

Phase	Total Cost	Federal Share	Will County	Tinley Park	Mokena
Phase I Eng.	\$216K	\$151.2K 70%	0	\$48.6K 22.5%	\$16.2K 7.5%
Phase II Eng.	\$216K	\$151.2K 70%	0	\$48.6K 22.5%	\$16.2K 7.5%
Row	\$312K	\$218.4K 70%	0	70.2K 22.5%	\$23.4K 7.5%
Const.	\$2,700K	\$1,890K 70%	\$810K 30%	0 0%	0 0%
Const. Eng.	\$324K	\$226.8K 70%	\$97.2K 30%	0 0%	0 0%
Totals	\$3,768K	\$2,637K	\$907.2K	\$167.4K 4.44%	\$55.8K 1.48%

*25/75%
• Funding Split of local costs

Quiet Zone Along Rock Island RR(1)

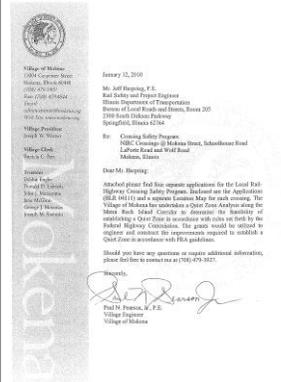
- Robinson conducted risk analysis regarding five rail crossings
 - LaPorte/Francis/Front
 - Wolf Road
 - Mokena Street
 - Schoolhouse Road
 - 191st Street - Previously improved
- Analysis calculates risk factor that includes all five crossings with 191st already improved

Quiet Zone along Rock Island RR(2)

- If the Board still wishes to investigate a quiet zone along the Rock Island line . . .
- Here are the following steps....
 1. Submit a "Notice of Intent (NOI) with Federal Railroad Administration ("FRA"). (Completed)
 2. Complete Diagnostic review with regulatory agencies (To be conducted on March 17, 2010)
 3. Board authorized design engineering regarding crossing (safety) improvements in FY 10 (\$40K)
 - LaPorte/Front/Francis, Wolf Road, Mokena Street and Schoolhouse
 - Utilizing Barrier Medians for safety improvements
 4. This work has yet to be authorized and now estimated to be \$45K

Next Recommended Steps

1. Recently Applied for Local Rail-Highway Crossing Grants.
2. Authorize engineering to attain firm construction costs.
3. Revisit project
 - After Firm design costs are known
 - Status of Grant applications



Road Fund Balances

	2010	2011	2012	2013	2014	2015
Beginning Fund Balance	5,083,956	4,269,995	1,766,473	1,354,695	743,420	358,273
Revenue	1,694,642	1,389,058	1,108,918	1,113,942	1,123,974	1,134,913
Expenditures	2,508,603	3,892,580	1,520,696	1,725,217	1,509,121	1,581,171
Ending Fund Balance	4,269,995	1,766,473	1,354,695	743,420	358,273	(87,985)

Summary

- Proposed Plan is extension of last year's approach.
- It commits funding to maintaining our Community's road infrastructure
- Provides for construction of highest priority projects
 - Local Share for US30 Phase II
 - EB to SB Laporte/Wolf Turn Lane
 - Signals at Francis and Townline

Summary (Continued)

- Provides for engineering and planning
 - Schoolhouse Road
 - 80th Avenue/191st Intersection
 - Potential Quiet Zone along RI
- Allows us to step back and observe uncontrollable factors and revisit next year.

The Board concurred with most of the recommendations but decided to not pursue any additional engineering to attain firm costs for rail crossing improvements (necessary to achieve a "quiet zone" among the Rock Island line). Budget and funding limitations were discussed with Mokena resident Mr. Bogg participating in the dialogue and expressing support for a potential quiet zone. Village staff will continue to work with the post office to improve ingress/egress configuration along LaPorte Road as part of the pending intersection improvement.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 9:29 p.m.

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

Session 006

March 22, 2010

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:

Debbie Engler
George Metanias
Joe Siwinski
Don Labriola
John Mazzorana

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.

Absent: Trustee Jane McGinn

APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS

Cameron Harper Proclamation

Mayor Werner modified the agenda due to time constraints of the proclamation recipient. He then introduced 12 year old Cameron Harper and told of his heroic story of saving a young child's life by giving him CPR.

Clerk Patt read a proclamation for Cameron Harper.

Mayor Werner commended Cameron for his heroic actions, thanked him for his courage and presented him with an honor of recognition.

DISCOVER MOKENA

Mayor Werner introduced Ellen Bailey, Director from the Mokena Chamber of Commerce. Ms. Bailey gave a brief presentation about the Business Expo and Health Fair. The Expo will be held at Mokena Elementary School on Saturday, March 27th from 9 a.m. to 1 p.m. Anyone needing more information can call the Chamber of Commerce at 708-479-2468 or go to the website www.mokena.com.

Mayor Werner introduced Craig McCutcheon from the Mokena Lion's Club. Mr. McCutcheon gave a brief presentation about the Annual Easter Egg Hunt. The event will take place at Mokena Main Park on Saturday, March 27th at 12:00 noon. Anyone needing more information can call Craig at 708-479-3400 X 13.

Mayor Werner introduced Principal Joseph Dunn from Noonan Elementary Academy. Mr. Dunn provided a brief presentation about Noonan Academy located at 19131 Henry Drive. Anyone needing more information can call Mr. Dunn at 708-479-8988. He also gave a brief presentation about the upcoming production of "The Music Man" that Drama club members will be performing. Jennifer Flatley is the contact person and can be reached at 708-906-1088 for anyone interested in attending the performances.

COMMUNITY CALENDAR

Clerk Patt presented the community calendar.

CONSENT AGENDA

Village Administrator John Downs presented (3) items on the Consent Agenda for the Boards approval. These items are strictly administrative in nature.

- a) Motion to grant approval to the Mokena Baseball Softball Association to conduct their annual Baseball Softball Parade on Sunday, June 6, 2010; utilizing Mokena Street between McGovney Street Metra Lot and the Mokena Main Park.
- b) Motion to grant approval to the Mokena Cancer Support Center to conduct their Spring Walk of Hope on Sunday, May 16, 2010 and to permit the use of various streets in the Downtown District between the hours of 11:30 a.m. and 1:00 p.m.
- c) Motion to approve the Minutes from the March 8, 2010 Board Meetings.

Trustee Mazzorana made a motion to approve Consent Agenda Items 5 (a), (b) and (c) as depicted in the March 18, 2010 Request for Board Action prepared by the Village Administrator. Trustee Siwinski seconded.

AYES: (5) Engler, Metanias, Siwinski, Labriola, Mazzorana

NAYS: (0)

Absent: (1) McGinn

Motion carried

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

N/A

PUBLIC HEARINGS

Trustee Engler made a motion to open a public hearing to consider an Amendment to an Annexation Agreement between the Village of Mokena and Trean Mokena, LLC. Trustee Metanias seconded.

AYES: (5) Engler, Metanias, Siwinski, Labriola, Mazzorana

NAYS: (0)
Absent: (1) McGinn
Motion carried

The Promenade Annexation Agreement Amendment (10060-10160 191st Street)

Community Development Director Alan Zordan presented to the Board and public that the Promenade plaza on 191st Street currently has one large multi-tenant plaza identification sign. The property owner, Trean Mokena, LLC, requests to amend the Annexation Agreement, specifically for lot 5, in the Olivieri Business Park to allow one additional seven foot high changeable copy monument sign. Trean has agreed to allow 191 South to utilize the monument sign to showcase their daily specials in return for not installing a changeable copy wall sign that was approved by the Village Board on August 24, 2009. The proposed monument sign matches the architecture of the existing plaza monument sign.

On February 15, 2010, the Village Board reviewed this request. The Village Board members present at this meeting, felt that one additional monument sign was acceptable and that any future sign request needing relief from the terms of the Annexation Agreement be reviewed on a case by case basis.

Exhibit I of the second amendment to the Annexation Agreement showed the approved 24 square foot changeable copy wall sign. The petitioner requested that the sign regulations in the Annexation Agreement be amended in order to delete the installation of a 24 square foot sign to advertise restaurant specials in exchange for allowing a larger monument sign on the property.

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

AYES: (5) Engler, Metanias, Siwinski, Labriola, Mazzorana
NAYS: (0)
Absent: (1) McGinn
Motion carried

Trustee Mazzorana made a motion to adopt Ordinance No. 2010-O-008 authorizing the execution of a certain Amendment to an Annexation Agreement between the Village of Mokena and Trean Mokena, LLC, and authorize the Village President and Village Clerk to execute same. Trustee Siwinski seconded.

AYES: (5) Engler, Metanias, Siwinski, Labriola, Mazzorana
NAYS: (0)
Absent: (1) McGinn
Motion carried

OLD BUSINESS

N/A

NEW BUSINESS

Townline/Francis Roads Traffic Signal Agreement

Village Engineer Paul Pearson presented to the Board that attached to their packets is an Intergovernmental Agreement with Will County for the installation of traffic signals at the intersection of Francis Road and Townline Road. Also attached was a Resolution to accept the Intergovernmental Agreement.

This agreement will allow for the installation of traffic signals at the intersection of Francis Road and Townline Road within the Will County Right of Way. Will County currently has jurisdiction along Francis Road at Townline Road. The Will County Department of Highways has completed the design work for the signals and will also be responsible for construction of the improvements. In return for completing the signals, Will County is requesting that the Village of Mokena participate in paying for 50% of the engineering and construction costs. The agreement also requires the Village of Mokena to be responsible for the future maintenance of the signals.

The bid opening was held on March 17th. The as-read low bidder is Van Mack Electric in the amount of \$178,175.40. It is anticipated that the project will be presented to the County Board on April 15th with work to begin near the end of May. Based on the Bid, the following table summarizes the cost of our participation.

Description	Will County	Village of Mokena	Total Cost
Design Engineering	\$15,877.00	\$15,877.00	\$31,754.00
Improvement Cost	\$89,087.70	\$89,087.70	\$178,175.40
CRS *	\$0.00	\$0.00	\$0.00
Total	\$104,964.70	\$104,964.70	\$209,929.40

*Construction Engineering to be undertaken by the County Highway Department

It should be noted that the Village Board conceptually approved this work as part of the Roadway Capital Improvements Work Session on March 8, 2010. The Highway Department has indicated they would administratively defer any payments due until after the start of our fiscal year on July 1, 2010. The County will also be installing signals at the intersection of Francis Road and Schoolhouse Road at no cost to the Village.

It is staff's recommendation that the Village Board approve the intergovernmental agreement. Approval of the agreement will allow the County and Village to move forward with this important safety improvement with financial aid from Will County.

Trustee Engler made a motion to approve Resolution No. 2010-R-004, a resolution authorizing the execution of an Intergovernmental Agreement between the Village of Mokena and the County of Will pertaining to the installation of traffic signals at the intersection of Francis Road and Townline Road, and to

authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (5) Engler, Metanias, Siwinski, Labriola, Mazzorana

NAYS: (0)

Absent: (1) McGinn

Motion carried

PUBLIC COMMENTS

N/A

VILLAGE ADMINISTRATORS COMMENTS

Village Administrator Downs asked Economic and Community Development Director Alan Zordan to provide an update on pending development projects and asked Assistant Administrator Zoellner to re-emphasize the importance for residents to fill out and return their U.S. Census forms.

Economic and Community Development Director Alan Zordan presented the Pending Development Schedule.

Mr. Zordan gave a preview of Home/Garden, Landscape and Photography businesses located in the Village of Mokena.

Mr. Zoellner reminded residents to fill out their 2010 U.S. Census forms and return them as quickly as possible.

Administrator Downs reminded residents about the Leaf and Branch pick-up dates on March 31st and April 14th, reiterated on CPR training for Village employees, thanked the Highway Department for future traffic signals being installed on Francis Road. Administrator Downs further presented an update on the Village budget and the need for additional reduction in forces in the coming weeks.

March Budget Update

1. Economy Driven Revenues and budget reductions to date.
2. Delayed distribution of the LGDF (local government distribution fund).
3. Combined impacts of these issues.
4. Latest from Springfield.
5. How we are coping?
6. What's next?

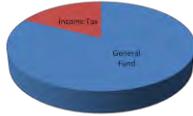
1-Economy Driven Revenues

- We expect to collect less in economy driven revenues.
- Reduced current year GF budget by \$830K.
- Additional reductions of (\$400K)+/- are anticipated.



2-Delayed distribution of LGDF

- LGDF is a 40 year structural component of local government funding.
- Delayed by up to four months or \$375-\$450K
- Makes up over 20% of GF Revenue.
- LGDF is a structural revenue source

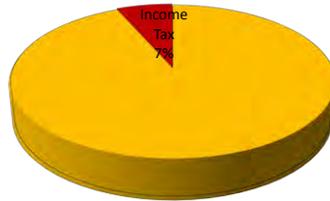


Current Decrease in Income Revenue



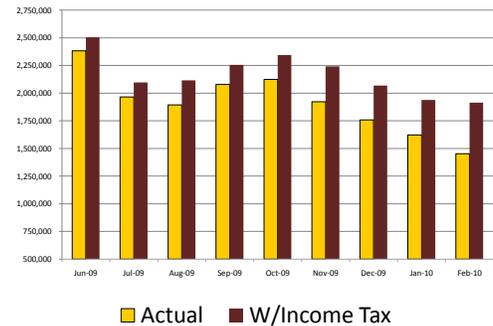
(4) Latest LGDF Proposal!

- Decrease municipal portion by 30%.
- This would equate to a loss of another \$430K more for Mokena.
- Economy, delays and decrease could mean \$1.1M less.



(5) Coping with the issues!

1. Spending Cuts of -\$1.23M
2. Use of fund balance to offset cash flow



Summary		
Category	5 Year Budget Average	FY 11
Fleet Management	\$322,040	\$0
Equipment Replacement	\$195,853	\$109,091
Water Capital	\$2,217,503	\$151,250
Sewer Capital	\$676,704	\$362,066

Administrator Downs summarized the presentation by emphasizing the importance of the LGDF to all municipalities. In addition, the latest proposal from Springfield to reduce the LGDF places another level of uncertainty on Mokena's budget process.

TRUSTEE'S COMMENTS

Trustee Engler sent birthday wishes to Assistant Administrator Zoellner and Trustee Metanias and she thanked whoever it was that returned her lost car key back to the dealer.

Trustee Metanias thanked Cameron Harper for his heroic efforts. He commented on residential permits in Mokena being a little stronger than expected and he congratulated his son Joe for being inducted into the National Honor Society at St. Xavier College.

Trustee Mazzorana attended and commented on the nice events for the Will County Children's Advocacy Center and the Mokena Historical Society. He reminded residents to support their local businesses.

Trustee Labriola updated residents on tax money regarding the 911 surcharge fee and wished everyone a Happy Easter.

Trustee Siwinski thanked and congratulated Cameron Harper for his courageous efforts. He thanked Administrator Downs for keeping residents informed about the economic issues and wished everyone a Happy Easter.

CLERK'S COMMENTS

Clerk Patt thanked Cameron Harper for his courage and she commented on a recent youth basketball game that she attended.

MAYOR'S COMMENTS

Mayor Werner encouraged residents to attend Clean-up day on April 17th, visit the Mokena Gallery at www.mokena.com and to shop local and support your community. He attended the Men who Cook fundraiser for the Will County Children's Advocacy Center and commented that it was a nice event for a great cause. Lastly, he wished everyone a Happy Easter.

ADJOURNMENT

Trustee Mazzorana made a motion to adjourn the Regular Session at 8:33 p.m. and enter into Work Session. Trustee Labriola seconded.

AYES: (5) Engler, Metanias, Siwinski, Labriola, Mazzorana

NAYS: (0)

Absent: (1) McGinn

Motion carried

Respectfully submitted,

Joseph W. Werner, Mayor

ATTEST:

Patricia Patt, Village Clerk

**BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, March 22, 2010**

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 8:35 p.m.

ROLL CALL

The following Trustees were present:

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

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

Absent: Trustee Jane McGinn

Fiscal Year 2011 Budget

Village Administrator John Downs presented to the Board a power point presentation regarding the FY 2011 Budget. The budget topics this evening focused on the Water and Sewer Capital Program and Wastewater Plant Expansion Project.

Village Board Work Session

March 22, 2010
Water/Sewer Capital Program

Water Capital Fund

- **Revenue Assumptions:**
 - Tap-on fees for Fiscal 2011-2015 are based on (30) residential tap-ons.
 - 2 Commercial/Industrial Tap-ons
 - The split for tap-on fees is 75% water & 25% sewer.
- **Expenditures**
 - Consulting services for negotiations with Oak Lawn
 - Consulting Services to design 12" emergency water connection between Mokena and Tinley Park.
 - 1/3 share of emergency water connection costs along 191st Street
 - East basin water tower maintenance

Water Capital Improvement Projects

WATER CAPITAL IMPROVEMENT PROGRAM

	2010	2011	2012	2013	2014	2015
Beginning Fund Balance	\$531,991	\$779,339	\$891,781	\$1,023,539	\$1,198,647	\$1,375,305
Revenue:						
Contributions	\$0	\$0	\$0	\$0	\$0	\$0
Tap-on Fees	\$351,098	\$296,492	\$265,458	\$265,458	\$265,458	\$265,458
Interest Earnings	\$3,750	\$7,200	\$8,300	\$9,650	\$11,200	\$11,250
Total Revenue	\$354,848	\$283,692	\$273,758	\$275,108	\$276,658	\$276,708
Total Available For Spending	\$886,839	\$1,043,031	\$1,165,539	\$1,298,647	\$1,475,305	\$1,652,013
Operating Expenses:						
Contractual Services	\$7,500	\$31,250	\$0	\$0	\$0	\$0
Capital Outlay	\$0	\$0	\$42,000	\$0	\$0	\$340,000
Other Financing Uses	\$100,000	\$120,000	\$100,000	\$100,000	\$100,000	\$100,000
Total Expenses	\$107,500	\$151,250	\$142,000	\$100,000	\$100,000	\$440,000
Ending Fund Balance	\$779,339	\$891,781	\$1,023,539	\$1,198,647	\$1,375,305	\$1,212,013

Water Capital Improvement Projects

	2010	2011	2012	2013	2014	2015
Capital Projects:						
Townline Watermain						
187th/Wolf Tower/Pump House						
187th/Wolf Water Storage						
Anna Street (LaPorte to Bonness)						
Union (Reverse 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			
Total Projects	\$0	\$0	\$42,000	\$0	\$0	\$340,000



Sewer Capital Fund

- Reduces revenues to \$85 ~~\$0K~~+/- per year for next several years.
 - 30 Residential Tap-ons
 - 2 Commercial/Industrial Tap-ons
 - The split for tap-on fees is 75% water & 25% sewer.
- Mokena's system is in good shape due to aggressive maintenance policies and past practices
- Next year focuses primarily on SCADA and WWTP funding.
- Future years provide for some minor collection system rehab work
- Reduced to minimal levels pending economic conditions.

Sewer Capital Improvement Program

SEWER CAPITAL IMPROVEMENT PROGRAM						
	2010	2011	2012	2013	2014	2015
Beginning Fund Balance	\$1,073,963	\$897,096	\$627,118	\$403,006	\$339,152	\$350,448
Revenue:						
Tap-on Fees	\$117,033	\$85,488	\$88,496	\$88,496	\$88,496	\$88,496
Interest Earnings	\$6,100	\$6,600	\$4,500	\$3,200	\$3,000	\$1,350
Total Revenue	\$123,133	\$92,088	\$92,996	\$91,696	\$91,496	\$89,846
Total Available For Spending	\$1,197,096	\$889,184	\$720,114	\$494,702	\$430,648	\$440,294
Operating Expenses:						
Contractual Services	\$0	\$8,066	\$23,333	\$0	\$70,200	\$9,720
Capital Outlay	\$60,000	\$94,000	\$53,775	\$155,550	\$10,000	\$468,000
Other Financing Uses	\$240,000	\$260,000	\$240,000	\$0	\$0	\$0
Total Expenses	\$300,000	\$362,066	\$317,108	\$155,550	\$80,200	\$477,720
Ending Fund Balance	\$897,096	\$627,118	\$403,006	\$339,152	\$350,448	(\$37,426)

Sewer Capital Improvement Projects

	2010	2011	2012	2013	2014	2015
Capital Projects:						
Cleaning & Televising		\$10,000			\$10,000	
Arms (LaPorte to End)						
Union (Revere to Parker)						
Midland (Third to First)						
114th Av (195th to 300' North)			\$14,400			
St Mary Road (Wolf to Third)			\$39,375			
Darla 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	\$60,000	\$84,000				
Routine Manholes						
Total Projects	\$60,000	\$94,000	\$53,775	\$155,550	\$10,000	\$468,000

WWTP Repair and Replacement Fund

- Plant repair fund is separate and has a projected balance of \$1.1+/- million at the end of FY 10.
- Projected average annual expenditures over next 8-10 years-\$50,000 +/-.
- Interest earnings should be sufficient to maintain target fund balance of \$1 million.
- This fund has performed as designed and now self funding.

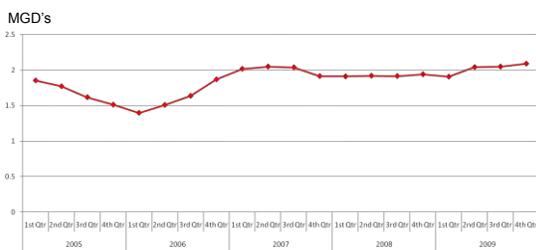
	SEWER
REPAIR	\$50
FUND	\$50
REPAIR	\$50

WWTP Expansion Fund

- Flow data requires planning for next treatment plant expansion.
- Recent flows have been more stable due to slower growth and has relaxed construction timelines
 - Engineering design in progress and should be completed by spring 2011.
 - Includes plant expansion on existing footprint
 - Includes efficiency modifications to overflow lagoon
 - Expand paving to Public Works Facility & salt storage

	Current	Plan to Expanded in FY 12/13	Key Points
Plant Design Capacity	2.5 MGD	3.3 MGD	\$5.8-6.3 million estimated in construction
Current Plant Flows	2.1 MGD	2.0-2.25 MGD (estimated)	Fluctuate primarily due to weather
Current Percent of capacity	84%+/-	67% When expanded (estimated)	Engineering initiated in FY 08 and completed in FY 11

Average WWTP Quarterly Flows



WWTP Expansion Fund

- Fiscal Summary
 - Plant expansion fund is separate and has a projected balance of \$6.1 Million at end of FY 10
 - Estimated Construction Cost of \$5.8-\$6.3 Million +/-
 - Delay construction until FY 11/12/13

	FY 10	FY 11	FY 12/13
Expenditures	\$45K for plant expansion and other planning/eng.	Carry over \$400,000 in design engineering from FY 10	\$5.8-\$6.3 million for plant expansion
Fund Balance	\$6.1 million	\$6.1 million	Unknown at this time.

WWTP – Pros to Single Phased Expansion

- Lower construction cost \$5.78M vs. \$6.19M (\$411,000 savings)-today's dollars.
- Bidding Climate-Recent projects have been averaging 15% to 20% below estimates which could result in savings of approximately \$1,000,000+/-.

WWTP- Cons to Two Phased Expansion

- Current proposed expansions \$5,781,700 (construction cost only)
- Two Phase expansion \$6,191,960
 - Phase I - \$5,127,500 (increase capacity to 2.9MGD)
 - Temporary savings of \$654,200
 - Phase II - \$1,064,460 (increase capacity to 3.3MGD)
- Extra construction costs of approximately \$411,200 in today's dollars
- Known cost add-ons for splitting project into two phases (not included above).
 - Additional engineering costs for design & plans
 - Submittals to EPA (revising & resubmitting to EPA)
- Potential cost add-ons for splitting project into two phases.
 - Additional environmental or EPA regulations
 - Increased construction costs/Bidding Climate

Summary

Summary		
	5 Year Budget Average	FY 11
Water Capital (Total)	\$2,217,503	\$151,250
Sewer Capital (Total)	\$676,704	\$362,066

Next Session

- Parking Lot Fund and Municipal Facilities

The Board agreed to the concepts as presented and directed staff to proceed. Some discussion took place about the timing, cost and logistics of the next WWTP expansion. Because of the uncertainties affiliated with these items, the board agreed to maintain the current approach and complete final design in FY 11.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 9:00 p.m.

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

Session #07

April 12, 2010

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:

Jane McGinn
John Mazzorana
George Metanias
Debbie Engler
Don Labriola
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 and Director of Economic and Community Development Alan Zordan.

DISCOVER MOKENA

Mayor Werner introduced Kathy Kahlhammer, Event Coordinator from the Cancer Support Center. Ms. Kahlhammer gave brief presentation about the 2nd Annual Spring Walk of Hope being held on Sunday, May 16, 2010. Registration begins at 10:30 am at the Mokena Community Park District Building, located at 10925 LaPorte Road. There are 3 route choices, all routes begin and end at the Main Park. Ms. Kahlhammer can be reached at 708-478-3529 for further details.

COMMUNITY CALENDAR

Clerk Patt presented the community calendar.

CONSENT AGENDA

Village Administrator John Downs presented (6) items on the Consent Agenda for the Boards approval. These items are strictly administrative in nature.

- a) Motion to grant approval to the 501st Legion and Rebel United to conduct their Making Strides Against Breast Cancer Days solicitation campaign on October 2, 2010; and to waive all permit and registration fees.
- b) Motion to grant approval to William Martin VFW Post #725 to conduct their annual Memorial Day procession on Monday, May 31, 2010; using Wolf Road between 195th Street and Kluth Drive for the parade route.
- c) Motion to waive building permit fees in the amount of \$235 for St. Mary's Parish related to minor remodeling at the Church located at 19515 S. 115th Avenue.
- d) Motion to Release Executive Minutes dated: 8-14-2006; 7-23-2007; 2-25-2008; 7-28-2008; and 1-11-2010. Partially Release Executive Minutes dated: 6-13-2005; 3-26-2007; and 3-29-2010. Continue to fully or partially hold Executive Minutes dated: 1-25-1982; 2-8-1982; 10-21-1985; 10-6-1986; 7-13-1987; 2-23-1989; 3-13-1989; 3-20-1989; 8-20-1990; 9-17-1990; 12-17-1990; 4-28-2003; 7-14-2003; 11-24-2003; 4-26-2004; 5-10-2004; 5-24-2004; 7-26-2004; 9-13-2004; 11-22-2004; 12-13-2004; 7-6-2005; 9-12-2005; 9-26-2005; 10-24-2005; 12-12-2005; 2-13-2006; 4-10-2006; 5-8-2006; 6-12-2006; 7-10-2006; 7-24-2006; 8-28-2006; 10-9-2006; 11-13-2006; 1-22-2007; 2-12-2007; 6-11-2007; 8-27-2007; 9-24-2007; 10-22-2007; 6-9-2008; 11-10-2008; 4-27-

2009; 6-8-2009; 7-27-2009; 8-24-2009; 10-12-2009; 10-26-2009; 11-23-2009;
12-14-2009; 2-8-2010; and 3-8-2010.

- e) Motion to approve the minutes from the March 15, 2010 Work Session.
- f) Motion to approve the minutes from the March 22, 2010 Board Meetings.

Trustee Mazzorana made a motion to approve Consent Agenda Item 5 (a), (b), (c), (d), (e) and (f) as depicted in the April 8, 2010 Request for Board Action prepared by the Village Administrator. Trustee Siwinski seconded.

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

FINANCE REPORT/ACCOUNTS PAYABLE

Finance Director Barb Damron presented the Bill List for April totaling \$768,810.74. She highlighted the following bills to be paid.

- \$ 213,745.03 Village of New Lenox - \$113,139.67 for Lake Water Debt
- \$ 74,917.50 Village of Tinley Park – Lake Water Oversizing Repayment

Trustee McGinn made a motion to approve the bill list in the amount of \$768,810.74. Trustee Engler seconded.

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

APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS

ABATE Proclamation

Clerk Patt read a proclamation for Motorcycle Safety Awareness Month.

Recognition of Retiring Jim Boyne

Clerk Patt read a proclamation honoring James Boyne for his 26 years of Service to the Village of Mokena. Mayor Werner thanked Jim for all his hard work over the years and presented him with a proclamation plaque.

Public Works Director Lou Tiberi and Utilities Superintendent Craig Heim acknowledged Jim's career accomplishments and presented him with several gifts from the Village Board, Staff and fellow co-workers.

Jim Boyne thanked all the residents and fellow co-workers that he has met over the years and stated that he enjoyed his time with the Village.

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

N/A

PUBLIC HEARINGS

N/A

OLD BUSINESS

N/A

NEW BUSINESS

Resolution Opposing Reductions in LGDF

Village Administrator John Downs presented to the Board that as part of Governor Quinn's budget address in March, he proposed reducing (from 10% to 7%) the municipal portion of the State income tax. His proposal would reduce Mokena's share of the income tax by approximately \$430,000 in next year's budget.

All Illinois municipalities are estimated to lose \$23 per capita (or approximately \$300 million) if Governor Quinn's proposal is advanced.

Communities are being urged by the Illinois Municipal League (IML), the South Suburban Mayors and Managers Association (SSMMA), the Will County Governmental League (WCGL), and the Metropolitan Mayors Caucus to formally state their opposition to the proposed reduction in municipal funding from the LGDF.

Following are some general facts affiliated with this issue along with the power point presentation shown during the meeting:

1. The LGDF has been intact since the General Assembly first enacted an income tax in 1969.
2. In Mokena's case, it makes up 21% of the current year adopted General Fund revenue stream.
3. If the Governor's proposal is advanced to legislation, Mokena residents would lose approximately \$430,000 in next year's General Fund budget (or \$23+/- per person).
4. The State of Illinois is already 3-4 months behind in distributing the municipal share of the LGDF (\$375-\$450,000) to Mokena alone.
5. Economic factors have also resulted in an estimated loss of income tax revenue by \$250,000.

Resolution Opposing a Reduction in the LGDF

- Local Governments receive their 10% portion of income tax through the Local Government Distributive Fund ("LGDF").
- Local Governments have always been a structural component of this revenue source
- Our current year budget was prepared with estimates of \$1.65M or 21% of total GF Revenue.
- Proposed Resolution Opposes Reduction.

What's Happened?

Income Tax Revenues

1. Economy Driven (\$250K)
2. Delayed distribution by State (\$375K-\$450K)
3. Latest LGDF proposal (\$430K)
4. Total decrease/loss/delay (\$1.1M)+/-

Other Economy Driven Revenues

1. Sales tax (\$300K)
2. Local use (\$ 50K)

Summary

3. Recession=(\$600K)
4. Delays =(\$375-\$450K)
5. Proposal =(\$430K)

Total = \$1.45M+/-

Coping with the issues!

General Fund Balance Comparison

Moving Forward with Budget Reductions!

- a) Prior to actual decision making.
- b) Consider decisions having least negative impact on customer.
- c) Communicate likely impacts to customers in realistic terms....

- 1) Volume of services.
- 2) Frequency of services.
- 3) Time required to provide service.

Trustee Mazzorana made a motion to adopt Resolution No. 2010-R-005, a resolution opposing any reduction of local government distributive fund (LGDF) and to authorize the Village President and Village Clerk to execute the same. Trustee Siwinski seconded.

Trustee Mazzorana commented on the issue in regards to the municipal portion of the State income tax.

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

NAYS: (0)

Absent: (0)

Motion carried

PUBLIC COMMENTS

N/A

VILLAGE ADMINISTRATORS COMMENTS

Village Administrator Downs asked Economic and Community Development Director Alan Zordan to provide an update on pending development projects and present the business spotlight category of the week and asked Assistant Administrator Zoellner to update the Board on the 2010 census efforts.

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

Mr. Zordan gave a preview of Printing, Office Equipment & Supplies and Paving Contractors businesses located in the Village of Mokena.

Mr. Zoellner updated the Board on 2010 Census efforts. He thanked residents for their participation, which is currently at 80%, one of the best participation rates in the entire U.S. He also reminded residents that have not returned their Census forms to do so as quickly as possible.

Administrator Downs reminded residents that the 2nd leaf & branch pick-up is scheduled for April 14th, please call the public works department at 708-479-3927 to schedule a pick-up. He also wished Jim Boyne well in his retirement years.

TRUSTEE'S COMMENTS

Trustee Siwinski had no comments this evening.

Trustee Labriola provided an update on the Will County 911 surcharge fee funds. He also commented on the new business The Little Guys electronic store that recently opened and he congratulated Jim Boyne on his retirement.

Trustee Mazzorana attended the Lion's Club pancake breakfast and congratulated them on a successful event. He is also looking forward to Clean-Up Day on Saturday, April 17th.

Trustee Metanias wished Jim Boyne well on his retirement. He is looking forward to Clean-Up Day. He also wished his future son-in-law a happy 30th birthday.

Trustee Engler commented on the many events she attended. She is looking forward to Clean-Up Day. She also wished her husband and daughter a happy birthday.

Trustee McGinn thanked Trustee Labriola for keeping the Board updated on the 911 surcharge fee.

CLERK'S COMMENTS

Clerk Patt made a public service announcement. She advised roller skaters and bicyclist to please wear helmets for safety purposes when roller skating and bicycling. She thanked police officers, firefighter/paramedics and others who aided in helping her niece in a recent tragic accident at the forest preserve.

MAYOR'S COMMENTS

Mayor Werner thanked Jim Boyne and wished him and his family well during his retirement. He congratulated the Lion's Club on their successful pancake breakfast and he welcomed Chamber of Commerce President Mary Maertin to the meeting. He thanked all sponsors, contributors and volunteers for Clean-Up Day on Saturday. Lastly, he reminded all residents to shop Mokena.

EXECUTIVE SESSION

Trustee Labriola made a motion to enter into Executive Session at 8:14 p.m. to discuss appointment, employment, compensation, discipline, performance or dismissal of specific employees. Trustee Siwinski seconded. Probable action to occur upon conclusion of executive session.

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

Motion carried

RECONVENE REGULAR MEETING

Trustee Siwinski made a motion to reconvene into Regular Session at 8:34 p.m.
Trustee Labriola seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

Administrator Downs provided a brief summary regarding a resolution that is proposed for adoption by the Village Board this evening. The resolution represents an order of layoff for 5 part-time positions.

- The five part time positions include:
 1. A part-time customer service representative in the Community Development Department
 2. A part-time customer service representative in the Police Department
 3. A part-time Chief Building Inspector in the Community Development Department
 4. Two part-time Community Service Officers in the Police Department
- Eliminating these positions is estimated to save approximately \$98,000 in the upcoming budget
- Work related duties will be absorbed by others to the best degree possible
- The Mokena Police Department reception hours will be closing at 6 pm as opposed to 9 pm, Monday through Friday as a result of this layoff beginning immediately.
- The individuals impacted by this layoff are all very good employees with service longevity ranging from 8-14 years
- This unfortunate situation is based solely on economic issues and in no way is a reflection on these fine individuals

Trustee McGinn made a motion to adopt Resolution Number 2010-R-006, a resolution authorizing the issuance of a notice of layoff for the part time positions of (2) community service officers, chief building inspector and (2) customer service representatives to be effective no later than June 30, 2010. Trustee Siwinski seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

ADJOURNMENT

Trustee McGinn made a motion to adjourn the Regular Session at 8:45 p.m.
Trustee Engler seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

Respectfully submitted,

Joseph W. Werner, Mayor

ATTEST:

Patricia Patt, Village Clerk

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, April 26, 2010

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 8:25 p.m.

ROLL CALL

The following Trustees were present:

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

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; Economic and Community Development Director Alan Zordan and Public Works Director Lou Tiberi.

Absent: Trustee Don Labriola

Fiscal Year 2011 Budget

Village Administrator John Downs presented to the Board a power point presentation regarding the FY 2011 Budget. The budget topics this evening focused on the Public Works Programs and Community Events.

<p>Mokena Village Board FY 11 Public Works/Community Programs April 26, 2010</p>									
<p>Community /Civic Contributions</p>									
Rank	Category/Description	FY 08 Budget	FY 09 Budget	FY 10 Budget	FY 11 Budget				
					A	B	C	D	
III	Will County Center for Community	\$250	\$185	0					
III	Historical Society	\$1,000	\$750	0					
III	Christmas Fest (Chamber)	\$500	\$370	0					
III	Youth Commission	\$9,300	\$6,615	0					
V	IL Philharmonic Donation	\$1,000	\$500	0					
	Total	\$12,050	\$8,420	\$0					
<p>\$0</p> <p>No Savings</p>									

<p>Community Programs</p>									
Rank	Category/Description	FY 08 Budget	FY 09 Budget	FY 10 Budget	FY 11 Budget				
					A	B	C	D	
III	4 th of July Fireworks	\$27,050	\$27,250	\$25,000					
III	Quarterly Newsletter	\$19,200	\$19,500 3 Updates & postage	\$8,750 2 Updates & Postage					
	Totals	\$46,250	\$46,750	\$33,750					
<p>\$0</p> <p>Savings of (\$33,750)</p>									
<p>Community-wide Grounds Program</p>									
Rank	Category/Description	FY 08 Budget	FY 09 Budget	FY 10 Budget	FY 11 Budget				
					A	B	C	D	
I	Tree Removal	\$8,000	\$8,000	\$8,000	\$8,000				
III	Tree Replacement	\$22,500	\$15,300 60 trees-\$255 per tree	\$15,300 60 trees-\$255 per tree	\$13,000 50 trees-\$260 per tree	\$10,400 40 trees-\$260 per tree	\$7,800 30 trees-\$260 per tree	\$3,900 15 Trees @ \$260	
II	Pond Vegetation Control Algae & Control	\$21,300	\$21,000	\$23,500 (2 new ponds)	\$27,160 (3) New ponds in Oaks				
III	Animal Control at Ponds	\$8,000	\$8,000	\$8,000	\$8,000				
III	Mosquito Management Village Wide	\$15,800	\$15,800	\$18,000	\$18,000		\$15,800 (Discount)		
	Total	\$75,600	\$68,100	\$72,800	Total	\$66,760			
<p>Savings of (\$6,040)</p>									

Communitywide Grounds Program

Rank	Category/Description Maintenance	FY 08 Budget	FY 09 Budget	FY 10 Budget	FY 11			
					A	B	C	D
III	Weed Control & Fertilizer Village Properties Buildings & Ponds	\$10,500	\$10,500	\$10,500	\$10,500	\$7,500 full spring and partial fall (no ponds)	\$5,200 Full spring only	
III	Village Hall General Landscaping Upkeep of Village Hall	\$2,500	\$2,500	\$2,500	\$2,500			
III	Tree Maint. & Fertilizer			\$2,940	\$2,940	\$1,470 Spring Only		
III	Grass Cutting at Village Properties	\$65,000	\$85,000	\$85,000	\$85,000	\$76,360 Reduce (3)	\$70,600 Reduce (5)	\$67,720 Reduce (6)
III	191 st & Townline Lattice Signs	n/a	\$1,200 (8)	\$975 (2)	\$0			
Total		\$79,000	\$98,525	\$100,615	Total	\$85,530		

Savings of (\$15,085)

Downtown Programs

Rank	Category/Description	FY 08 Budget	FY 09 Budget	FY 10 Budget	FY 11 Budget			
					A	B	C	D
II	Street Maintenance & Painting Front & Wolf	\$8,500	\$13,500	\$1,500				
III	Street Maintenance & Painting Front & Mokena	n/a	n/a	0				
III	Signage Grant	\$4,000	\$4,000	0				
III	Façade Grant	\$20,000	\$10,000	0				
III	Christmas	\$3,000	\$3,000	0				
III	U.S. Flags & Brackets (Wolf/LaPorte)	\$5,000	\$3,200	\$1,600	\$1,600	\$1,200	\$800	\$400
V	Decorative Flower Baskets	\$3,000	\$2,210	0	0	0	0	0
Total		\$43,500	\$35,910	\$3,100	\$1,600			

Savings of (\$1,500)

Public Works Buildings and Facilities

Rank	Category/Description Building Improvements	2009 Budget	2010 Budget	Spending Level			
				A	B	C	D
I	Roof Repairs Village Hall	\$1,350	\$1,350	\$1,750	-	-	-
II	Interior Floor Police Department	\$1,200	\$1,200	\$1,200	-	-	-
III	Replace Roof Police Department	N/A	N/A	\$19,600	\$0	-	-
III	ESDA Facility Upkeep Fence & Building	N/A	N/A	\$1,150	\$650 Fence	\$500 Building	\$0
Total		\$2,550	\$2,550	Total	\$2,950		

Increase of \$400

Summary of Program Savings

Item	Amount
Community/Civic Contributions	\$ 0
Community Programs	\$33,750
Communitywide Grounds Program	\$21,125
Downtown Programs	\$ 1,500
Public Works Building and Facilities	\$ (400)
Total	\$55,975

Historical Information				
	FY 08	FY 09	FY 10	FY 11
Community/Civic Contributions	\$ 12,050	\$ 8,420	\$ -	\$ -
Community Programs	\$ 46,250	\$ 46,750	\$ 33,750	\$ -
Community Wide Grounds Program	\$ 154,600	\$ 166,625	\$ 72,800	\$ 66,760
Downtown Programs	\$ 43,500	\$ 35,910	\$ 3,100	\$ 1,600
Totals	\$ 256,400	\$ 257,705	\$ 210,265	\$ 153,890

- ### Summary
- Impacts affiliated with tonight's recommendations.
 - Hard Copy Newsletter no longer to be mailed to households (previously cut).
 - 4th of July Fireworks Funding deleted
 - 30 Parkway trees replaced (1/2 of previous years).
 - Public Ground Treatments reduced to spring only.
 - Reduce public grounds grass mowing by three during summer months.
 - No maintenance or upkeep to decorative intersections (previously cut).
 - Net estimated savings of \$56K +/-.

The Board concurred with staff recommendations presented in the work session.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 8:50 p.m.

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, May 24, 2010

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 7:55 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

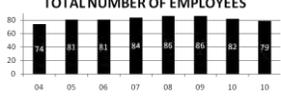
Liquor License Ordinance Amendment

Chief Rajewski presented to the Board that currently for the Board's consideration is a request by Deerfield, Illinois based Walgreen Company to amend the Liquor Control Ordinance. Walgreen's is seeking a C1 Package Liquor License for store #04154 located at 20002 South Wolf Road pursuant to a national marketing plan that began in 2009 seeking to license all of its Illinois stores for packaged liquor sales. Our Class C1 License authorizes the retail sale of package and closed alcoholic liquor for consumption other than on the premises. Dispensing or consumption of alcoholic beverages on the premises is prohibited.

Discussion: The Board felt the request was reasonable and instructed that an ordinance amending the current liquor ordinance be drafted and presented. This will likely be an agenda item for the June 14th, 2010, Village Board meeting.

Fiscal Year 2011 Budget

Village Administrator John Downs presented to the Board a power point presentation regarding the FY 2011 Budget. The budget topics this evening focused on Service Level Alternatives.

<p>Mokena Village Board Budget Work Session</p> <p>May 24, 2010</p>	<p>Tonight's Goals</p> <ol style="list-style-type: none">1. Review Known Service Level Reductions (to Date).2. Review service level alternatives moving forward.3. Revisit Historical Staffing levels.4. Provide clarification or respond to inquiries. <div style="display: flex; justify-content: space-around; align-items: center;"><div style="text-align: center;"><p>TOTAL NUMBER OF EMPLOYEES</p><table border="1" style="margin: 0 auto;"><thead><tr><th>Year</th><th>04</th><th>05</th><th>06</th><th>07</th><th>08</th><th>09</th><th>10</th></tr></thead><tbody><tr><td>Employees</td><td>74</td><td>81</td><td>81</td><td>84</td><td>85</td><td>82</td><td>79</td></tr></tbody></table></div></div>	Year	04	05	06	07	08	09	10	Employees	74	81	81	84	85	82	79
Year	04	05	06	07	08	09	10										
Employees	74	81	81	84	85	82	79										

1) Measurable Service Reductions

Previously Implemented

- a) Staffing at PD Lobby decreased from 9PM to 6PM (M-F).
- b) Front Street Aesthetic Intersection Maintenance discontinued.
- c) Hard copy of Mokena Update discontinued.

1) Measurable Service Reductions

Pending Service Reductions

- a) Reduction of Parkway replacement trees from 60-30 annually
- b) Village grounds/trees treated Spring (only) as opposed to Spring and Fall.
- c) Mowing of village properties reduced from 26 to 23.
- d) Deleted funding for annual 4th of July fireworks and celebration
- e) Friday evening lobby hours in ADM/C/D reduced from 7PM to 5PM

2) Service Types-By Definition

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

Frequency Definition

- High – Generally 1x or more per week
- Medium – Generally 2-4x per month
- Low – Generally 1 or less times per month

2) Streets, Buildings & Grounds

Type	Function	Frequency	STAFFING ALTERNATIVES				Notes
			Current - 9	8	7	6	
Emergency	BUILDING MAINTENANCE	LOW	1 DAY (IMMEDIATE RESPONSE)	1	1	1	AS AN EXAMPLE: ELECTRIC OR PLUMBING EMERGENCIES.
	STORM DRAIN CLEARING	LOW	1 DAY (IMMEDIATE RESPONSE)	1	1	1	HIGH FREQUENCY AND INCREASING RAINS EVENTS TO PREVENT STORM DRAINS FROM CLOGGING WITH LEAKS OR OTHER ACCIDENTS THAT ARE BLOCKING TRAFFIC OR BECOME A SAFETY ISSUE
	DEBRIS REMOVAL (TREE BRANCHES, STREET LIGHT POLES, STORM DAMAGE, CAR ACCIDENTS, HYDRANTS, ETC.)	LOW	1 DAY (IMMEDIATE RESPONSE)	1	1	1	FOR POTHOLES THAT ARE DANGEROUS TO SAFE TRAVEL FOR VEHICLES OR PEDESTRIANS
	POT HOLES	MEDIUM	1 DAY (IMMEDIATE RESPONSE)	1	1	1	CONSIDERED EMERGENCY FOR HEALTH ISSUES
	ROAD KILL	HIGH	1 DAY (IMMEDIATE RESPONSE)	1	1	1	STOP SIGNS OR TRAFFIC SIGNS FOR SAFETY
	TRAFFIC CONTROL SIGN REPLACEMENT	HIGH	1 DAY (IMMEDIATE RESPONSE)	1	1	1	

EMERGENCY SITUATIONS WOULD NOT BE IMPACTED BY ALTERNATIVE STAFFING LEVELS AS THEY ARE GIVEN HIGHEST PRIORITY FOR COMPLETION ON A 24/7 BASIS!

2) Streets, Buildings & Grounds

Type	Function	Frequency	STAFFING ALTERNATIVES				Notes
			Current - 9	8	7	6	
Priority Service	DEBRIS REMOVAL (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	1 WORKING DAY	1	2-3	3-4	STORMS OR ACCIDENTS THAT ARE NOT FIRST LINE EMERGENCIES. LARGE SCALE CLEAN UPS WOULD BE IMPACTED MORE AFTER INITIAL CLEANUP EFFORTS BEGIN IN WINTER MONTHS
	MAILBOX REPLACE & REPAIR (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	1 WORKING DAY	1	1-2	2-5	EMERGENCY STAFFING ALTERNATIVES WILL LIKELY IMPACT THIS SERVICE WITH A 2-5 DAY DELAY
	POT HOLES (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	1 WORKING DAY	1	1-2	2-4	AS PERSONS ARE INJURED OR WORKS STOPPED WOULD WAIT UNTIL CREW CAN BE DEPLOYED
	STREET LIGHTS OUT (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	2 WORKING DAYS	2	2-3	3-5	CRITERIA SERVICE CRITERIA IS 2 DAYS

PRIORITY SERVICE ACTIONS WOULD BE IMPACTED NOTICEABLY WITH ALTERNATIVE STAFFING LEVELS OF 7 OR LESS!

2) Streets, Buildings & Grounds

Type	Function	Frequency	STAFFING ALTERNATIVES				Notes
			Current - 9	8	7	6	
Customer	STREET SIGN REPLACEMENT/REPAIR (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	2 WORKING DAYS	2	2-5	3-10	NON TRAFFIC CONTROL WOULD WAIT FOR AVAILABILITY OF STAFF RESOURCES TO COMPLETE
	GRAFFITI REMOVAL (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	3 WORKING DAYS	3	3-5	3-10	REMOVE AS SOON AS POSSIBLE AFTER POLICE REPORTS. SUBJECT TO NON-EMERGENCY WOULD HAVE TO WAIT FOR STAFF RESOURCES.
	PICKUP BRANCHES (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	3 WORKING DAYS	3	4-5	5-10	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON CREW FUNCTIONS AND TASKS.
	PARKWAY REMOVAL/FRM (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	7 WORKING DAYS	7	7-14	14-21	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON CREW FUNCTIONS AND TASKS.
	CULVERT CLEANING/MAINTENANCE (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	7 WORKING DAYS	7	7-14	14-21	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON CREW FUNCTIONS AND TASKS.
	DITCHING & SWALING (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	14 WORKING DAYS	14	14-21	21-28	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON CREW FUNCTIONS AND TASKS.
	PUBLIC ROW DRAINAGE MAINTENANCE (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	21 WORKING DAYS	21	21-28	28-35	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON CREW FUNCTIONS AND TASKS.
	STREET LIGHTS - COMED (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	28 DAYS				WOULD BE CHECKED OUT AFTER OUR STREET LIGHTS (IF ONLY A BULB 1-2 DAYS)

CUSTOMER REQUESTS WOULD BE DIRECTLY IMPACTED WITH ALTERNATIVE STAFFING LEVELS OF 7 OR LESS!

2) Streets, Buildings & Grounds

Function	Type	Frequency	STAFFING ALTERNATIVES				Notes
			Current - 9	8	7	6	
Internal Program Maintenance	ANNUAL LEAF & BRANCH PICK UP (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	3 WORKING DAYS	2-3	3-4	4-6	USUALLY THE ENTIRE DEPARTMENT GETS INVOLVED. STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY ITEMS
	STREET SIGN REPLACEMENT/REPAIR - NON TRAFFIC CONTROL (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	2 WORKING DAYS	2-4	4-7	5-10	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY ITEMS
	BUILDING MAINTENANCE (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	3 WORKING DAYS	3	4	5	WORKS WOULD BE PUSHED BACK WITH ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY ITEMS
	SPECIAL EVENTS SETUP (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	1-2 WORKING DAYS	1-2	2-3	2-5	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY ITEMS
	ROW MOWING & PUBLIC GROUNDS UPKEEP (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	3 WORKING DAYS	3	3-5	5-10	WEEDING AND MOWING WOULD BE REDUCED FROM ONCE PER WEEK WITH ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY ITEMS
	CULVERT CLEANING/MAINTENANCE (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	7 WORKING DAYS **	7-10	10-20	22-30	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON ITEMS
	PARKWAY REMOVAL/FRM (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	7 WORKING DAYS **	7-10	10-20	20-30	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON ITEMS

PLANNED MAINTENANCE WOULD BE SIGNIFICANTLY IMPACTED BY ANY ALTERNATIVE STAFFING LEVELS

Streets, Buildings & Grounds

Function	Type	Frequency	STAFFING ALTERNATIVES				Notes
			Current - 9	8	7	6	
Internal Program Maintenance	DITCH SWALING (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	14 WORKING DAYS **	14	14-28	28-35	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON CREW FUNCTIONS AND TASKS.
	ROAD PATCHING (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	14 WORKING DAYS **	14	14-28	28-35	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON THIS LOWER PRIORITY MULTI-PERSON CREW FUNCTIONS AND TASKS.
	SOD REPLACEMENT (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	14 WORKING DAYS **	14-20	20-25	25-30	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON CREW FUNCTIONS AND TASKS.
	METRA PARKING LOT MAINTENANCE (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	14 WORKING DAYS **	14-20	20-25	25-30	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULED AND LOWER PRIORITY ITEMS
	LANDSCAPING FOR VILLAGE PROPERTIES (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	14 WORKING DAYS **	14-20	2-25	25-30	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON CREW FUNCTIONS AND TASKS.
	STORM SEWER INSTALLATION (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	14 WORKING DAYS **	14-20	20-25	25-30	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON CREW FUNCTIONS AND TASKS.
	DRAIN TILE INSTALLATION (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	21 WORKING DAYS **	21-25	25-30	30-35	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON CREW FUNCTIONS AND TASKS.
	PUBLIC ROW MAINTENANCE (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	21 WORKING DAYS **	21-25	25-30	30-35	ALTERNATIVE STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON CREW FUNCTIONS AND TASKS.
	STREET LIGHTS - BUILDERS (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	28 DAYS				WOULD BE CHECKED OUT AFTER OUR STREET LIGHTS (IF ONLY A BULB 1-2 DAYS)
	STREET LIGHTS - COMED (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	28 DAYS				AS ABOVE

PLANNED MAINTENANCE WOULD BE SIGNIFICANTLY IMPACTED BY ALTERNATIVE STAFFING LEVELS

Summary

- Emergency situations would not be impacted by alternative staffing levels as they are given highest priority for completion on a 24/7 basis.
- Priority service actions would be impacted noticeably with alternative staffing levels of 7 or less.
- Customer requests would be directly impacted with alternative staffing levels of 7 or less.
- Planned maintenance would be impacted by any alternative staffing levels.

2) Utilities

Type	Function	FREQUEN	STAFFING ALTERNATIVES			Notes
			FULL STAFF - 14	13	11	
EMERGENCY	SEWER JETTING	LOW	1 DAY (IMMEDIATE RESPONSE)	1	1	MUST BE HANDLED IMMEDIATELY.
	WATER LEAKS (MAJOR)	LOW	1 DAY (IMMEDIATE RESPONSE)	1	1	EMERGENCY LEAKS WOULD BE HANDLED IMMEDIATELY
	HYDRANT REPAIR	LOW	1 DAY (IMMEDIATE RESPONSE)	1	1	EMERGENCY LEAKS AND REPAIRS WOULD BE HANDLED IMMEDIATELY
	LOCATES - EMERGENCIES	MEDIUM	1 DAY (IMMEDIATE RESPONSE)	1	1	IF AN EMERGENCY, THE LOCATE WILL BE HANDLED IMMEDIATELY.

EMERGENCY SITUATIONS WOULD NOT BE IMPACTED BY ALTERNATIVE STAFFING LEVELS.

2) Utilities

Type	Function	FREQUEN	STAFFING ALTERNATIVES			Notes
			FULL STAFF - 13	Current - 12	11	
PRIORITY SERVICE	SHUT OFFS (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	1 DAY	1	2	ALTERNATIVE STAFFING LEVELS WOULD LIKELY MAKE SHUT OFFS A 2 DAY TASK DEPENDING ON NUMBER OF ORDERS.
	SHUT OFF NOTICES (PINK) (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	1 DAY	1	2	ALTERNATIVE STAFFING LEVELS WOULD IMPACT THIS NON-EMERGENCY MULTI PERSON TASK DEPENDING ON THE NUMBER OF NOTICES TO LOCATE OUR UTILITIES WITHIN 48 HOURS.
	BUILDING - LOCATES (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	2 DAYS	2	2	BY BLUE LAW, WE HAVE TO LOCATE OUR UTILITIES WITHIN 48 HOURS.
	LOCATES FOR DUES (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	2 DAYS	2	2	SHOULD BE COMPLETED IN 48 HOURS. HIGH PRIORITY. STAFFING ALTERNATIVES WOULD IMPACT THIS.
	WATER & SEWER INSPECTIONS (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	2 DAYS	2	3	MINOR LEAKS WITHIN 48 HOURS IN MOST CASES. STAFFING ALTERNATIVES WOULD IMPACT METER READING AS STAFF WOULD BE PULLED AWAY TO HANDLE EMERGENCIES AND HIGHER PRIORITY SERVICE COMPLETED BEFORE NEXT BILLING CYCLE.
	WATER LEAKS (MINOR) (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	2 DAYS	2	2-3	MINOR LEAKS WITHIN 48 HOURS IN MOST CASES. STAFFING ALTERNATIVES WOULD IMPACT METER READING AS STAFF WOULD BE PULLED AWAY TO HANDLE EMERGENCIES AND HIGHER PRIORITY SERVICE COMPLETED BEFORE NEXT BILLING CYCLE.
	WATER COMPLAINTS (HIGH PRIORITY) (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	2 DAYS	2	2-4	ALTERNATIVE STAFFING LEVELS WOULD IMPACT METER READING AS STAFF WOULD BE PULLED AWAY TO HANDLE EMERGENCIES AND HIGHER PRIORITY SERVICE COMPLETED BEFORE NEXT BILLING CYCLE.
	MONTHLY METER READING (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	10 DAYS	10-13 DAYS	10-20 DAYS	ALTERNATIVE STAFFING LEVELS WOULD IMPACT METER READING AS STAFF WOULD BE PULLED AWAY TO HANDLE EMERGENCIES AND HIGHER PRIORITY SERVICE COMPLETED BEFORE NEXT BILLING CYCLE.
	WATER METER REPAIRS (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	30 DAYS	30	30	ALTERNATIVE STAFFING LEVELS WOULD IMPACT METER READING AS STAFF WOULD BE PULLED AWAY TO HANDLE EMERGENCIES AND HIGHER PRIORITY SERVICE COMPLETED BEFORE NEXT BILLING CYCLE.

SOME PRIORITY SERVICES ARE CURRENTLY BEING IMPACTED SLIGHTLY AND SAME SERVICES WOULD BE INCREMENTALLY IMPACTED FURTHER WITH OTHER ALTERNATIVES.

2) Utilities

Type	Function	FREQUEN	STAFFING ALTERNATIVES			Notes
			FULL STAFF - 13	Current - 12	11	
Customer	ACCOUNT CHECKS (REREADS) (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	5 DAYS	5-8	8-10	MUST BE HANDLED BEFORE NEXT BILLING CYCLE
	WATER COMPLAINTS (LOW PRIORITY) (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	7 DAYS	7-10	10-15	LOW PRIORITY TASKS WOULD BE PUSHED BACK
	RPP DISCONNECT INSPECTIONS (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	7 DAYS**	7-10	10-15	ALTERNATIVE STAFFING LEVELS WOULD DEFINITELY IMPACT THIS TASK. THIS COULD BE KEPT FOR A RAINY DAY. LOW PRIORITY
	DEDUCT METER INSPECTION (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	7 DAYS**	7-10	10-15	ALTERNATIVE STAFFING LEVELS WOULD IMPACT THIS BUT IT IS ALSO DEPENDENT UPON COORDINATION WITH HOMEOWNER TO GAIN ACCESS.

**FROM DATE OF SCHEDULING

CUSTOMER REQUESTS ARE BEING SLIGHTLY IMPACTED NOW WITH CURRENT STAFFING LEVELS

2) Utilities

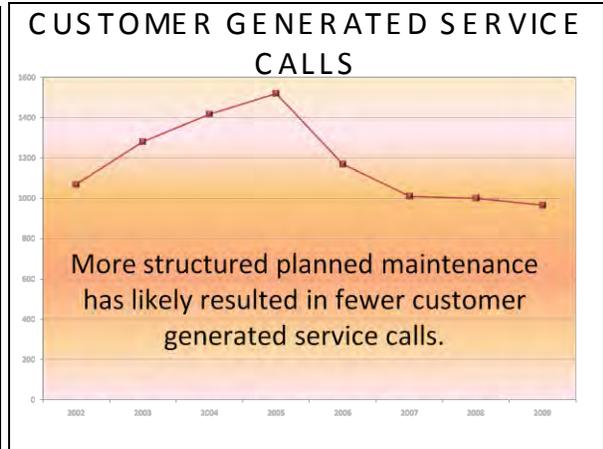
Type	Function	FREQUEN	STAFFING ALTERNATIVES			Notes
			FULL STAFF - 13	Current - 12	11	
INTERNAL PROGRAM MAINTENANCE	SEWER JETTING (ROUTINE) (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	2 DAYS**	2-5	5-15	ALTERNATIVE STAFFING LEVELS WOULD IMPACT THIS TASK. THE SCHEDULE WOULD BE EXTENDED TO 2-5 DAYS.
	LANDSCAPING RESTORATION-THIS FUNCTION WOULD BE TO REPAIR ANY LANDSCAPING NEEDED DUE TO ANY DAMAGE THAT THE UTILITIES DEPARTMENT PERFORMED TO MAKE SYSTEM REPAIRS OR ADJUSTMENTS (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	14 DAYS**	14-21	21-28	ALTERNATIVE STAFFING LEVELS WOULD IMPACT THIS MULTI PERSON TASK. MOSTLY DONE IN SPRING AND FALL. DIFFICULT TO GET DONE IN 14 DAYS ONCE SOD IS AVAILABLE.
	HYDRANT REPAIR-MAINTENANCE (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	28 DAYS**	28	28-35	EMERGENCY HYDRANT REPAIR WOULD BE HANDLED IMMEDIATELY. ROUTINE HYDRANT REPAIR OR MAINTENANCE WOULD BE SCHEDULED AND SEE AN UPR METER READING WOULD BE SCHEDULED AS STAFF BECOMES AVAILABLE.
	VALVE REPAIR (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	28 DAYS**	28	28-35	HYDRANT REPAIR WOULD BE SCHEDULED AS STAFF BECOMES AVAILABLE.
	WATER METER ADJUSTMENTS (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	30 DAYS**	30-45	45-60	ALTERNATIVE STAFFING LEVELS WOULD IMPACT THIS MULTI PERSON LOWER PRIORITY TASK. THIS WOULD DEFINITELY BE IMPACTED. THIS IS AN ONGOING PROGRAM AND LOW PRIORITY MAINTENANCE WOULD BE PUSHED BACK IN SCHEDULE. THIS IS DEPENDENT ON COORDINATION WITH THE HOMEOWNER FOR ACCESS.
	B-LOCATES-SCHEDULED (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	60 DAYS**	60	60-90	ALTERNATIVE STAFFING LEVELS WOULD IMPACT THIS MULTI PERSON LOWER PRIORITY TASK. THIS WOULD DEFINITELY BE IMPACTED. THIS IS AN ONGOING PROGRAM AND LOW PRIORITY MAINTENANCE WOULD BE PUSHED BACK IN SCHEDULE. THIS IS DEPENDENT ON COORDINATION WITH THE HOMEOWNER FOR ACCESS.
	CHANGE OUT OLD METERS - SCHEDULED (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	60 DAYS**	60	60-90	ALTERNATIVE STAFFING LEVELS WOULD IMPACT THIS MULTI PERSON LOWER PRIORITY TASK. THIS WOULD DEFINITELY BE IMPACTED. THIS IS AN ONGOING PROGRAM AND LOW PRIORITY MAINTENANCE WOULD BE PUSHED BACK IN SCHEDULE. THIS IS DEPENDENT ON COORDINATION WITH THE HOMEOWNER FOR ACCESS.

**FROM DATE OF SCHEDULING

PLANNED PROGRAM MAINTENANCE ACTIVITIES ARE BEING IMPACTED BY CURRENT STAFFING LEVELS

Utility Summary

- Emergency situations would not be impacted by alternative staffing levels.
- SOME PRIORITY SERVICES ARE CURRENTLY BEING IMPACTED SLIGHTLY AND THE SAME SERVICES WOULD ALSO BE INCREMENTALLY IMPACTED FURTHER WITH OTHER ALTERNATIVES.
- Customer requests are being slightly impacted now with current staffing levels.
- Planned program maintenance activities are being impacted by current staffing levels.



2) Public Works - Snow Removal

Type	Function	Frequency	Staffing Alternatives			Notes
			Current - 21	20	18	
EMERGENCY	SALTING FOR MINOR SNOW STORM (0-2 1/2 inches) (COMBINED STAFF)	HIGH (IN WINTER MONTHS)	4-5 HOURS DAY 1	4-5 HOURS	4-5 HOURS	SALTING WOULD REMAIN CLOSE TO THE SAME AS THE FIRST LINE OF DRIVERS WOULD REMAIN THE SAME. REDUCING STAFFING LEVELS TO 18 WOULD IMPACT THIS SERVICE SLIGHTLY
	SALTING & PLOWING FOR MODERATE STORM (2-5 1/2 inches) (COMBINED STAFF)	HIGH (IN WINTER MONTHS)	4-5 HOURS DAY 1	4-5 HOURS	5-6 HOURS	SALTING & PLOWING WOULD REMAIN CLOSE TO THE SAME AS THE FIRST LINE OF DRIVERS WOULD REMAIN THE SAME. REDUCING STAFFING LEVELS TO 18 OR 20 WOULD HAVE NOTICEABLE IMPACTS ON SERVICE LEVELS (TIME DELAYS).
	SNOW REMOVAL - SALTING & PLOWING FOR MAJOR STORM (5+ inches or more) (COMBINED STAFF)	LOW (IN WINTER MONTHS)	4-5 HOURS DAY 1	4-5 HOURS	5-8 HOURS	SALTING & PLOWING WOULD REMAIN CLOSE TO THE SAME AS THE FIRST LINE OF DRIVERS WOULD REMAIN THE SAME. DEPENDING ON THE SEVERITY AND TIMING OF SNOW, NOTICEABLE AND SIGNIFICANT IMPACTS COULD OCCUR. SAFETY CONCERN FOR SAFE PASSAGE ON ROADWAYS WOULD NOT BE IMPACTED. THIS OCCURS AFTER STREETS ARE CLEARED AND ONLY A FEW DRIVERS WOULD BE IMPACTED.
PRIORITY SERVICE	DRIFTING SNOW REMOVAL & INTERSECTION CLEAN UP OR CONTINUED SALTING OF INTERSECTIONS.	LOW	2 HOURS	2	2	DRIFTING SNOW REMOVAL & INTERSECTION CLEAN UP OR CONTINUED SALTING OF INTERSECTIONS.
	MAJOR SNOW EVENT SNOW REMOVAL (CURB TO CURB PLOWING) (COMBINED STAFF) MULTIPLE DAY EVENT	LOW (IN WINTER MONTHS)	DAY 2 4-5 HOURS	4-6 HOURS	6-8 HOURS	MAJOR SNOW EVENT SNOW REMOVAL (CURB TO CURB PLOWING) (COMBINED STAFF) MULTIPLE DAY EVENT

SNOW REMOVAL WOULD BE INCREMENTALLY IMPACTED BY STAFFING LEVEL ALTERNATIVES

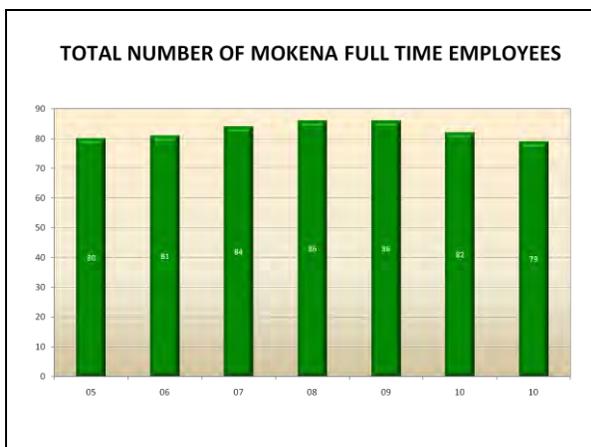
Police Department

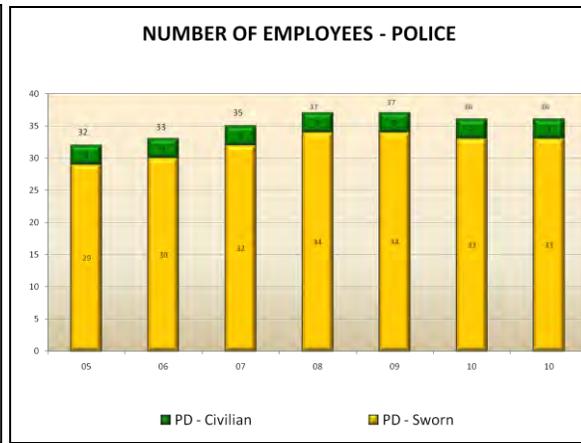
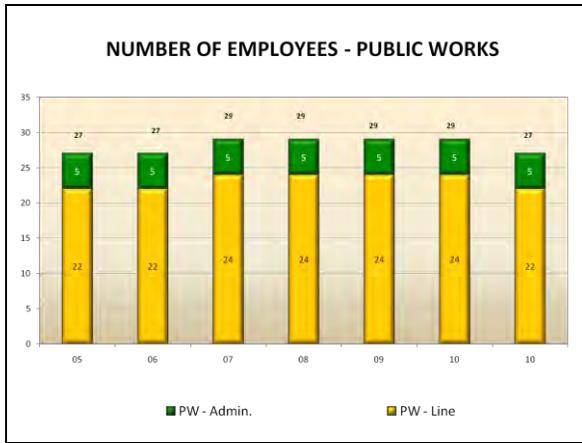
FULL TIME SWORN STATUS	STAFFING ALTERNATIVES				TOTAL SWORN
	SPECIAL	PATROL	ADMIN & SUPERVISOR	ALTERNATE	
CURRENT STAFFING LEVELS	4	21	8		33
(1) School Resource Officer Program ("SRO") eliminated as first alternative. Patrol Staffing remains at 21. Special Assignments reduced to 3. Day shift patrols are supplemented with this alternative to cover parking facility mgmt/enforcement.		21	8	(1)	32
• SRO Program initiated in 2009 as proactive measure. • Significant rapport built with students, school administration and parents thus far. • No data yet to evaluate overall effectiveness in terms of crime reduction. • School may consult with SRO for future assistance if necessary. • Other Crime Prevention programs to be reduced by priority.					
(2) Criminal Investigations: Detective #3 working evenings and weekends will be eliminated and reverted back to assigned patrol as second alternative.	2	21	8	(2)	31
• Detective #3 implemented in 2009 • One of two remaining detectives will be placed on afternoon duty. • Evening accessibility for crime victims to remain intact. • Commander to assist with investigations when possible.					
(3) Criminal Investigations: Detective #2 reverted back to patrol division as third alternative. Patrol Staff remains at 21. Special Assignments reduced to 1.	1	21	8	(3)	30
• Commander to prioritize or assist in criminal follow up cases based on solvability factors, available leads, degree of losses etc. • Additional manpower available to be temporarily supplemented to investigations from patrol. • Will County Major Crimes Task Force is also available.					

No impact on patrol or traditional police service.

Minimal impact on investigative service.

No impact on patrol or traditional police service. Would result in declined investigative capacity.





Full Time Employees Per Dept.

Department	2005	Budgeted 2010	Current 2010	Net From 2005
Admin/CD	21	17	16	(5)
Police Department – Sworn	29	33	33	+4
Police Department –	3	3	3	-
Public Works – Line	22	24	22	-
Public Works – Management/Administratio	5	5	5	-
Total	80	82	79	(1)

Questions, Comments,
Clarifications

Next Steps!

Discussion: Based on the presentation a discussion took place regarding the proposed service level alternatives. The Board concurred that the information would be helpful when the management team makes a formal recommendation on staffing levels simultaneously with the proposed FY 11' Budget. Board members were also satisfied that the management team would do everything possible to keep service levels in tact regardless of staffing levels. Mayor Werner felt this presentation might be helpful to residents and given during a future regular session while being "aired".

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 8:46 p.m.

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

Session #011

June 14, 2010

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:

Jane McGinn
John Mazzorana
George Metanias
Debbie Engler
Don Labriola
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; Village Engineer Paul Pearson; Public Works Director Lou Tiberi and Director of Economic and Community Development Alan Zordan.

DISCOVER MOKENA

N/A

COMMUNITY CALENDAR

Clerk Patt presented the community calendar.

CONSENT AGENDA

Village Administrator John Downs presented (8) items on the Consent Agenda for the Boards approval. These items are strictly administrative in nature.

- a) Motion to adopt Ordinance No. 2010-O-010, an Ordinance pertaining to the classification and number of Liquor Licenses issued in the Village of Mokena; and to authorize the Village President and Village Clerk to execute same.
- b) Motion to grant approval to the Lincoln Way North Music Boosters to conduct door-to-door solicitations for their Annual Car Wash fundraiser from June 1 through June 19, 2010 and to waive all permit and registration fees.
- c) Motion to grant approval to the Lincoln Way East Music Boosters to conduct door-to-door solicitations for their Annual Car Wash fundraiser from June 1 through June 26, 2010 and to waive all permit and registration fees.
- d) Motion to authorize the issuance of a Public Fireworks Display Permit to Melrose Pyrotechnics, Inc. of Kingsbury, Indiana for the evening of July 4, 2010, based on their conformance with the requirements of the Village of Mokena Fireworks and Explosives Ordinance.
- e) Motion to adopt Resolution No. 2010-R-009, a resolution pertaining to the allowance of permit work by municipal employees within IDOT ROW in lieu of a surety bond, and to authorize the Village President and Village Clerk to execute the same.
- f) Motion to accept the recommendation of the Site Plan Review Committee, thereby approving the site plan as depicted on the attached exhibit for the El Cortez Restaurant located at 10128 191st Street.
- g) Motion to approve the minutes from the May 17, 2010 Work Session.
- h) Motion to approve the minutes from the May 24, 2010 Board Meetings.

Trustee Mazzorana made a motion to approve Consent Agenda Items 5 (a), (b), (c), (d), (e), (f), (g) and (h) as depicted in the June 10, 2010 Request for Board Action prepared by the Village Administrator. Trustee Siwinski seconded.

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

FINANCE REPORT/ACCOUNTS PAYABLE

Finance Director Barb Damron presented the Bill List for June totaling \$779,489.20. She highlighted the following bills to be paid.

- \$ 143,740.64 Bank of New York – Interest on Transportation Bonds
- \$ 13,998.59 M.E. Simpson Company-Water System Leak Survey

Trustee McGinn made a motion to approve the bill list in the amount of \$779,489.20. Trustee Engler seconded.

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

APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS

N/A

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

N/A

PUBLIC HEARINGS

N/A

OLD BUSINESS

N/A

NEW BUSINESS

N/A

PUBLIC COMMENTS

Resident Chuck Manhart was proud to announce that his grandson Jonathon went to the Special Olympics in Normal, Illinois for swimming and received 2 gold and 1 bronze medals.

VILLAGE ADMINISTRATORS COMMENTS

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

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

Mr. Zordan gave a brief preview of the ICSC Convention that Trustee Engler attended in Las Vegas, Nevada.

Administrator Downs presented to the public a power point presentation focusing on Service Level Alternatives. Police Chief Rajewski and Public Works Director Tiberi also contributed to the presentation regarding their departments.

2) S streets, Buildings & Grounds

PLANNED MAINTENANCE WOULD BE SIGNIFICANTLY IMPACTED BY ANY ALTERNATIVE STAFFING LEVELS

Function	Type	Frequency	Current Staffing	STAFFING ALTERNATIVES		
				7	8	6
INTERNAL PROGRAM MAINTENANCE	ANNUAL LEAF & BRANCH PICK UP (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	2 WORKING DAYS	2.5	2.4	4.4
	STREET SIGN REPLACEMENT/REPAIR - NON TRAFFIC CONTROL (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	2 WORKING DAYS	2.4	4.7	5-15
	BUILDING MAINTENANCE (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	2 WORKING DAYS	3	4	5
	SPECIAL EVENTS SETUP (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	1-2 WORKING DAYS	1.2	2.3	2.5
	SNOW MOWING & PUBLIC GROUNDS SPEEKEE (COMPLETED DURING NORMAL BUSINESS HOURS)	HIGH	3 WORKING DAYS	3	3.5	5-10
	CULVERT CLEANING/MAINTENANCE (COMPLETED DURING NORMAL BUSINESS HOURS)	MEDIUM	7 WORKING DAYS **	7-10	10	22-30
	PARKWAY REMOVAL/PRIM (COMPLETED DURING NORMAL BUSINESS HOURS)	LOW	7 WORKING DAYS **	7-10	10	20-30

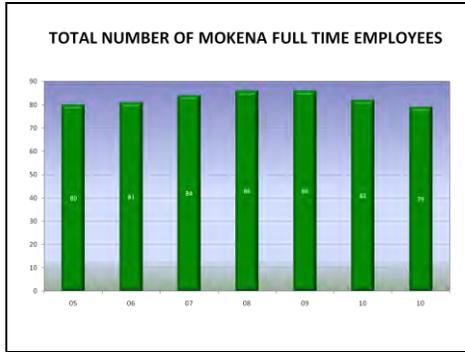
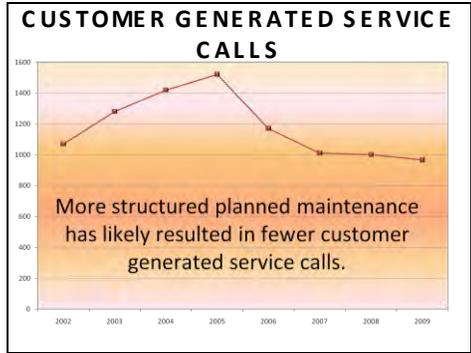
**FROM DATE OF SCHEDULING

S streets and Grounds Summary

1. Emergency situations would not be impacted by alternative staffing levels as they are given highest priority for completion on a 24/7 basis.
2. Priority service actions would be impacted noticeably with alternative staffing levels of 7 or less.
3. Customer requests would be directly impacted with alternative staffing levels of 7 or less.
4. Planned maintenance would be significantly impacted by any alternative staffing levels.

Utility Summary

1. Emergency situations would not be impacted by alternative staffing levels.
2. **SOME PRIORITY SERVICES ARE CURRENTLY BEING IMPACTED SLIGHTLY AND THE SAME SERVICES WOULD ALSO BE INCREMENTALLY IMPACTED FURTHER WITH OTHER ALTERNATIVES.**
3. Customer requests are being slightly impacted now with current staffing levels.
4. Planned program maintenance activities are being impacted by current staffing levels.



Full Time Employee category	2005	Budgeted 2010	Current 2010	From 2005
Admin/CD	21	17	16	-5
Police Department - Sworn	29	33	33	+4
Police Department - Civilian	3	3	3	-
Public Works - Line	22	24	22	-
Public Works - Management/Administration	5	5	5	-
Total	80	82	79	-1

86 in FY 2009

Taxpayer/citizen "Primary Customer"

1. Adjust categorical staffing to meet service demands.
2. Absorb work tasks with remaining staff.
3. Reduce service levels incrementally.
4. Strive to deliver the best level of "realistic service" based on available resources.
5. Recognize the "reality" of our times.

Questions, Comments, Clarifications

Mayor Werner commented on the presentation and stated that the Village needs to remain pro-active of the situation.

TRUSTEE'S COMMENTS

Trustee McGinn made a special request to residents to say a prayer for all our Service men and women that serve our country.

Trustee Engler commented on the ICSC Convention she attended in Las Vegas and thanked Village staff and her husband for all their support.

Trustee Metanias congratulated all the graduates and thanked Trustee Engler for attending the ICSC Convention for the Village.

Trustee Mazzorana thanked Trustee Engler for attending the ICSC Convention and congratulated Gail and Dino Bastas on the expansion of Egg Cetera. He gave a special thanks to the Public Works Department for the nice job they do maintaining Village Hall and Front Street landscaping.

Trustee Labriola thanked Tim Franson and Brett Sands for the Chicago Blackhawk preview they aired before the evenings Board meeting and gave a special thanks to Local 597 for their generosity for the July 4th fireworks display.

Trustee Siwinski thanked Trustee Engler for attending the ICSC Convention and Local 597 for the July 4th fireworks.

CLERK'S COMMENTS

Clerk Patt wished everybody a happy Flag Day.

MAYOR'S COMMENTS

Mayor Werner wished everyone a happy Flag Day, all the fathers a happy Father's Day and congratulated all the graduates. He encouraged all to attend Cruise Nights on Sunday evenings and congratulated the Chicago Blackhawks for winning the Stanley Cup. Lastly, he provided all the details for the 4th of July festivities. The afternoon and evenings' events are proudly sponsored by Local #597 Pipefitters Training Center.

EXECUTIVE SESSION

Trustee Siwinski made a motion to enter into Executive Session at 8:18 p.m. to discuss pending litigation, collective negotiations and the appointment, employment, compensation, discipline, performance or dismissal of specific employees. Trustee Labriola seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

RECONVENE REGULAR MEETING

Trustee Labriola made a motion to reconvene into Regular Session at 8:47 p.m. Trustee Mazzorana seconded. No action taken as a result of Executive Session.

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

NAYS: (0)

Absent: (0)

Motion carried

ADJOURNMENT

Trustee Siwinski made a motion to adjourn the Regular Session at 8:50 p.m. and enter into Work Session. Trustee Engler seconded.

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

NAYS: (0)

Absent: (0)

Motion carried

Respectfully submitted,

Joseph W. Werner, Mayor

ATTEST:

Patricia Patt, Village Clerk

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, June 14, 2010

CALL TO ORDER

Mayor Werner called the Board of Trustees Work Session to order at 8:51 p.m.

ROLL CALL

The following Trustees were present:

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

Fiscal Year 2011 Budget

Village Administrator John Downs presented to the Board a power point presentation regarding the FY 2011 Budget. This evening's presentation focused on the "DRAFT" of the proposed FY 11 Budget.



Purpose of Tonight's Meeting

- Address issues that we can control and acknowledge those which we cannot!
- Clarify the assumptions affiliated with the proposed budget.
- Review "DRAFT" Budget from a categorical perspective.
- Acknowledge the reality of this situation!
- Answer questions and respond to inquiries.



What's out of our control?

1. The State of Illinois' dismal fiscal condition.
2. The condition of our national, regional and statewide economy.
3. Future legislation by the Illinois General Assembly.
4. The agreed terms of two pending organized labor agreements.



General Assumptions

1. State of Illinois will not fall more than 6 months behind in LGDF distributions.
2. No contingency line item in the proposed GF budget.
3. All employees will contribute 10% toward their health care premiums.
4. All employees will be under a wage freeze for FY 11.



FY 11 Capital Spending

- Fleet Replacement Program
- Equipment Replacement and Upgrades
- Road Rehabilitation Program
- General Infrastructure
- Road Improvements
- CN Buffering Project
- Water and Sewer Capital
- WWTP Upkeep and Expansion
- Municipal Parking Lot Improvements

Fleet Replacement

Summary		
	5 Year Budget Average	FY 11
Fleet Replacement	\$322,040	\$0




Capital Equipment – Public Works

Public Works			
Rolling Jack for Vehicle	General	\$ 4,600	\$ -
Power Washer	General	\$ 5,320	\$ -
Riding Mower	General	\$ 2,976	\$ -
Modis Snap On Scanner Diagnostic Tool	General	\$ 6,525	\$ -
Shoulder Gravel Spreader	General	\$ 3,600	\$ -
Scada-Lift Station Automation	Sewer Capital	\$ 84,000	\$ 84,000
Meter Reading Equipment Upgrade	Water Operating	\$ 39,850	\$ 39,850
Panel Upgrade for lift station	Sewer Operating	\$ 14,061	\$ 14,061
(1) Portable Jackhammer **	General	\$ 1,750	\$ -
(1) Concrete Saw Partner**	General	\$ 1,000	\$ -
TOTALS		\$ 163,682	\$ 137,911

Capital Equipment – Police

EQUIPMENT	FUNDING SOURCE	REQUESTED	PROPOSED
Police Department			
MDT's through ETSB Grant	General	\$ 20,800	\$ 20,837
LiveScan Fingerprint System*	General	\$ 22,800	\$ -
(2) MDT** - Replacement	General	\$ 16,000	\$ -
(2) Squad Car Video Cams*- Replacement	General	\$ 12,000	\$ -
(2) Mobile 800 mhz Radios*- Additional	General	\$ 6,000	\$ -
(2) MDT** - Replacement	General	\$ 16,000	\$ -
(1) Public Notification System **	General	\$ 6,500	\$ -
(2) Bullet Shields** - Additional	General	\$ 2,600	\$ -
(1) Rapid Recovery System **	General	\$ 5,400	\$ -
(1) Truck Vault **	General	\$ 2,500	\$ -
(1) Opticom Pre-emption System **	General	\$ 14,000	\$ -
(1) Honda Generator **	General	\$ 1,200	\$ -
TOTAL		\$ 125,800	\$ 20,837
ESDA			
(1) Warning Siren **	General	\$ 24,286	\$ -
TOTAL		\$ 150,086	\$ 20,837

* FY 11 Request ** FY 10 Request

Road and infrastructure upkeep

- Local Road Maintenance Program
 - Continues a shift in funding structure from MFT to ½% sales tax
 - Provides best repair program based on economic circumstance
- Continues a shift in other infrastructure maintenance costs from general fund to ½% sales tax fund.

Proposed FY 11 Road Program

Duchess	(Townline to Victorian)	\$48,756.27
Baron Dr.	(Duchess to Camelot)	\$39,311.27
Camelot	(Baron to Victoria)	\$25,461.89
Victorian Dr.	(195th to Duchess)	\$72,290.66
Queens Ct.	(Victorian to End)	\$14,715.01
Yorkshire Dr.	(195th to 194th)	\$42,391.27
Glennell	(195th to 197th)	\$85,162.85
Pheasant Ln.	(Glennell to Glennell)	\$67,457.25
Pheasant Ct.	(Pheasant Ln. to End)	\$28,896.55
Blyth Way	(Regent to 195th)	\$32,473.07
Regent	(Kirkstone to 195th)	\$52,685.96
Austin Court	(Kirkstone to End)	\$29,935.60
Bristol Court	(Kirkstone to End)	\$17,112.80
Galway Bay	(Revere to Fintan)	\$47,210.02
Connemara Ct.	(Galway to End)	\$22,517.51
Celtic Ct.	(Galway to End)	\$23,897.51
Total:		\$650,275.49
2010/2011 Street Miles (Total) =		2.48

FY 2011 Infrastructure Maintenance

- These costs have been shifted from the GF to the ½% sales tax fund to relieve revenue pressure.

• Full Depth Patching	40,000
• Wolf Road Patching	40,000
• Curb Shotcrete	5,000
• Sidewalks	33,000
• Mudjacking (Sidewalks/Curbs)	7,000
• Structural Street Light Repairs	15,000
• Material Testing	5,000
• Erosion Control at Lawn Lake	15,000
Total	\$160,000

- ### Road Improvement Program
- US 30 Phase I&II Improvements (local share) = **\$183K**
 - EB to SB right hand turn lane at Wolf and LaPorte Roads = **\$134K**
 - Local share for signals at Francis and Townline Roads = **\$105K**
 - Engineering and ROW for south leg of Schoolhouse Road = **\$40K**
 - Engineering and ROW for 80th Avenue and 191st Street = **\$16K**
 - Close out Laporte Road Project with IDOT = **\$1.895M**
 - Last budgeted for in FY 09 and inflates overall FY 11 Budget
 - Close out EJE-Owens Crossing Project = **\$52K**

CN/EJE Buffering Project = \$333K

All funds provided by CN for mitigation purposes

W&S Capital Summary

Summary		
	5 Year Budget Average	FY 11
Water Capital (Total)	\$2,217,503	\$158,750
Sewer Capital (Total)	\$676,704	\$362,066

WATER = \$159K

- Consulting services for negotiations with Oak Lawn and to design 12" emergency water connection between Mokena and Tinley Park (\$39K).
- Transfer to escrow fund (\$100K)
- Contingency-(\$20K)

SEWER = \$362K

- SCADA for lift stations (\$84K)
- Sewer televising (\$10K)
- Engineering for reline projects (\$8K) in upcoming years.
- Transfer to WWTP Expansion (\$260K).
- Contingency-(\$20K)

WWTP Repair and Replacement Fund

- Plant repair fund is separate and has a projected balance of \$1.1+/- million at the end of FY 10.
- Projected average annual expenditures over next 8-10 years-\$50,000 +/-.
- Interest earnings should be sufficient to maintain target fund balance of \$1 million.
- This fund has performed as designed and now self funding.

	ESTIMATE FY11
DIGESTER BLOWER	\$2,000.00
RAW PUMP	\$13,200.00
AIR HANDLER ROOF TOP	\$6,170.00
UNIT HEATER	\$2,400.00
DE MIXER	\$5,500.00
ELECTRIC MOTOR (BLOWER)	\$1,000.00
BOD INCUBATOR (LAB)	\$4,000.00
TOTAL	\$34,270.00

WWTP Expansion Fund

- Summary
 - Plant expansion fund is separate and has a projected balance of \$6.4 Million at end of FY 10
 - Estimated Construction Cost of \$5.8-\$6.3 Million +/-
 - Delay construction until FY 11/12/13

	FY 10	FY 11	FY 12/13
Expenditures	\$25K for plant expansion and other planning/eng.	Carry over \$412,000 in design engineering from FY 10	\$5.8-\$6.3 million for plant expansion (construction only)
Fund Balance	\$6.4 million	\$6.3 million	Unknown at this time.

Capital Repair/Replacement

FUND BALANCE		FUND ACCOUNTS		Purpose
Accounts	Begin FY '10	Begin FY '11	Ending FY '11	
Municipal Parking Facilities (Restricted)	470,480	471,060	445,560	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.
<p>\$26.4K re-programmed in FY 11 for resealing and restriping HC Lot</p>				
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 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 (Restricted)	(3) Res. 131,833	168,700	185,700	
	1,668,753	1,522,925	1,369,202	
<p>Primarily Debt Service-\$328K</p>				
187th Wolf-Water/Sewer	170,748	170,958	171,208	Balance to be utilized to waive recapture to future developers along Wolf and 187th (north of creek).
<p>No useful purpose/could be dissolved into w/s</p>				
Municipal Facilities	10,704	(5,463)	(5,463)	Facility improvements can be funded through this account. The balance should be maintained and systematically embellished annually to fund future land acquisitions and facility expansions.
<p>No activity in FY 11</p>				
General Infrastructure	5,104,687	4,681,480	1,875,746	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.
<p>Besides road projects & CN buffering as previously listed \$725K in P&I.</p>				
Total	\$7,425,372	\$6,840,960	\$3,856,053	

Major Operating Funds Excluding GF

- Motor Fuel Tax Fund
- Parking Lot Enterprise Fund
- Refuse Enterprise Fund
- Water Operating Enterprise Fund
- Sewer Enterprise Fund

MFT Operational Trends for Snow removal

- More severe winters
 - Sent costs for snow removal spiraling upward.
 - OT and salt purchases
- Reduced available funding for road repairs.
- Stagnant MFT Receipts
- Forced a shift in funding for road repairs from MFT to 1/2% sales tax fund.



As snow piles up, so do bills

Winters in Illinois continue to grow in cost. As snow piles up, so do bills. The Village of Tinley Park is no exception. The Village's snow removal budget for this winter is estimated to be \$1.1 million, a significant increase from the \$800,000 budgeted for last winter. The Village's snow removal contractor, J. J. Snow, reports that the cost of snow removal has increased by 30% over the last few years. The Village's snow removal budget for this winter is estimated to be \$1.1 million, a significant increase from the \$800,000 budgeted for last winter. The Village's snow removal contractor, J. J. Snow, reports that the cost of snow removal has increased by 30% over the last few years.

Motor Fuel Tax Fund - Proposed Plan

CAPITAL IMPROVEMENT PROGRAM - MOTOR FUEL TAX						
	2010	2011	2012	2013	2014	2015
Beginning Fund Balance	\$129,711	\$243,204	\$289,222	\$322,818	\$357,015	\$377,707
Revenue:						
MFT Allocation	\$495,000	\$472,328	\$476,993	\$495,330	\$500,270	\$505,210
Interest Earnings	\$270	\$500	\$0	\$0	\$0	\$0
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenue	\$495,270	\$472,828	\$476,993	\$495,330	\$500,270	\$505,210
Total Available For Spending	\$624,981	\$716,030	\$766,215	\$818,148	\$857,285	\$882,917
Operating Expenses:						
Personal Services	\$86,960	\$93,104	\$96,628	\$100,701	\$104,729	\$108,919
Commodities	\$255,959	\$300,000	\$312,000	\$324,480	\$337,459	\$350,958
Contractual Services	\$37,000	\$33,259	\$34,569	\$35,951	\$37,384	\$38,899
Total Operating Expenses	\$379,919	\$426,363	\$443,397	\$461,133	\$479,572	\$498,776
Capital Projects:						
Improvements - Streets & Alleys	\$1,851	\$465	\$0	\$0	\$0	\$0
Improvements - Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Capital Outlay	\$1,851	\$465	\$0	\$0	\$0	\$0
Ending Fund Balance	\$243,204	\$289,222	\$322,818	\$357,015	\$377,707	\$384,155

Parking Lot Fund Summary

- **FY 10 (current year)**
 - Revenues down by (\$25K) and expenditures down (\$13K)
 - Budgeted fund balance of \$69K with estimated fund balance of \$56K
- **FY 11 Revenue Summary**
 - Revenue decline of (-\$26K) or 10%
 - Decreased Metra Ridership of 17% +/- since FY 08
 - Total Revenues are **\$247K**
- **Expenditure Summary**
 - Expenditures to increase by (\$1.5K or less than 1%)
 - Total expenditures are **\$277K**
- **FY 11 Fund Balance**
 - Estimated to be \$25K, which is significantly below policy level.
 - Should be \$69K
- **Future Commuter Parking Rate Increase Necessary**
 - Evaluated commuter parking costs
 - Trends require rate increase in future
 - Discussion with Metra ongoing
 - **Rates to remain intact for now!**

Refuse Fund Summary

- **FY 10 (current year)**
 - Revenues are just above budget by \$5K with expenditures just below budget
 - Fund is in stable condition at this time.
- **FY 11 Revenue Summary**
 - Forecasted revenue growth of \$30K with total revenues of \$1.11M or 2.8%
- **FY 11 Expenditure Summary**
 - Anticipated increase of \$29K with total expenditures of \$1.11M or 2.7%
- **FY 11 Fund Balance**
 - Remains stable at \$98K
- **Free programs and discounts**
 - Senior discounts
 - \$7.8K rate discount
 - \$10.5K (1) month free service
 - Free leaf and branch pick up costs \$14K
 - These costs are absorbed by all customers.
 - Monthly rate increases
 - SF \$.34
 - TH \$.31
 - APTS .24

Water Operating Fund Summary

- **FY 10 (current year)**
 - Revenues down by (\$50K) with expenditures down by (\$224K)
 - Budgeted fund balance of \$977K with estimated fund balance of \$1.154M or +\$177K
- **FY 11 Revenue Summary**
 - Down by (\$83K) or (2.3%)
 - Overall expected revenues of \$3.55M
- **FY 11 EXPENSE SUMMARY**
 - Anticipated +\$64K or 1.75% increase in expenditures
 - Overall expenditures of \$3.7M

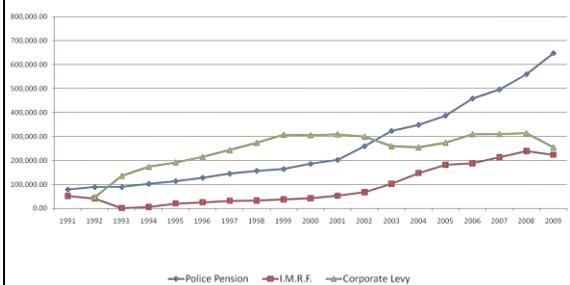
Fund balance anticipated to decrease by (-\$156K) in FY 11. Still expected to be \$999K+/- or \$72K+/- above policy level.

Sewer Operating Fund Summary

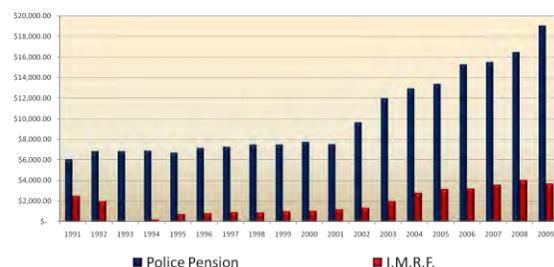
- **FY 10 Current Year**
 - Revenues down by (\$43K) with expenditures off by (\$131K)
 - Budgeted fund balance of \$369K with estimated balance of \$457K or +\$88K
- **FY 11 REVENUE SUMMARY**
 - Anticipated to decrease by (\$50K or 3%)
 - Overall expected revenues of \$1.69 million
- **FY 11 EXPENSE SUMMARY**
 - Budgeted +\$48K increase or 2.7%
 - Overall expenditures of \$1.82 million

Fund balance expected to decrease by (\$127K at end of FY 11 to \$330K)

Annual Levies



Annual Levy per participating employee

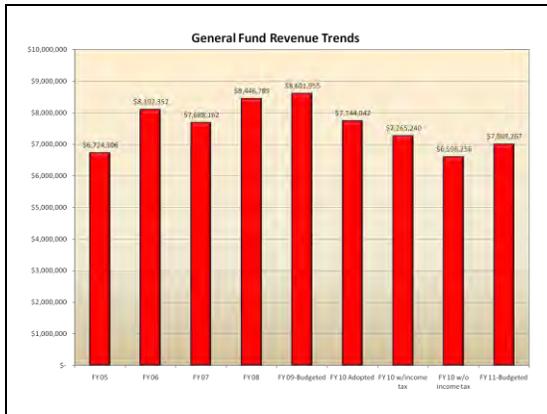




The Problem!

- We expect to collect less in economy driven revenues.
- The State has fallen behind in distributing your money back to you \$700K+.
- Additional reductions of (\$430K) are being proposed by Governor Quinn!
- What lies ahead.....we don't know!

- Income
- Sales
- Local use

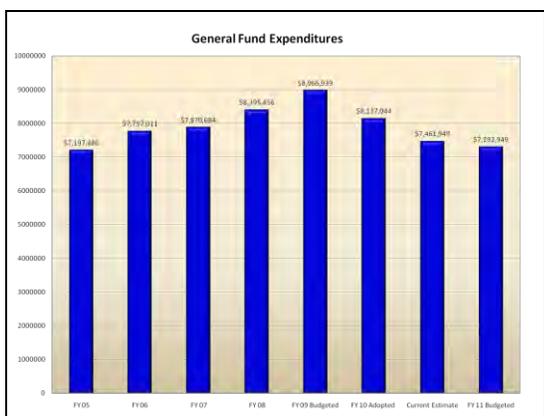


General Fund Revenue Summary

	Actual Fiscal '08	Actual Fiscal '09	Budgeted Fiscal '10	Estimated Fiscal '10	Dept. Req. Fiscal '11	Amount of Change	% of Change
Taxes	\$5,877,297	\$5,607,410	\$5,765,257	\$4,688,518	\$5,160,683	(\$604,574)	-10.43%
Licenses	732,858	734,447	719,500	728,352	721,862	2,362	0.33%
Permits	465,656	217,488	205,000	150,710	182,000	(\$23,000)	-11.22%
Intergovernmental Revenue - State	65,605	94,435	50,742	20,742	20,837	(\$29,905)	-58.94%
Intergovernmental Revenue - Local	242,609	254,497	259,586	259,586	264,777	5,191	2.00%
Excision Fees	10,142	0	0	0	0	0	0.00%
Fines	353,595	361,090	347,000	322,218	291,500	(\$55,500)	-15.99%
Other Revenue	699,027	470,809	396,957	426,130	367,608	(\$29,349)	-7.39%
Total Revenue	\$8,446,789	\$7,740,176	\$7,744,042	\$6,596,256	\$7,009,267	(\$734,775)	-9.49%

OK... What are we doing about it?

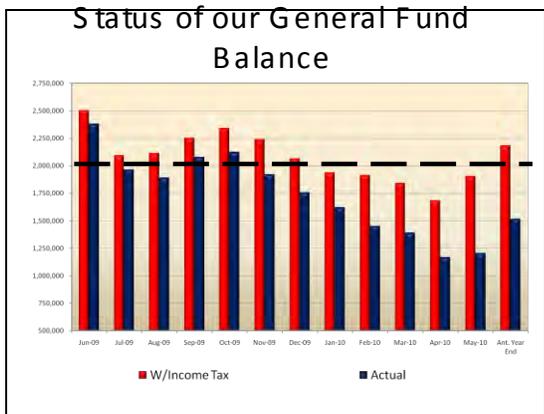
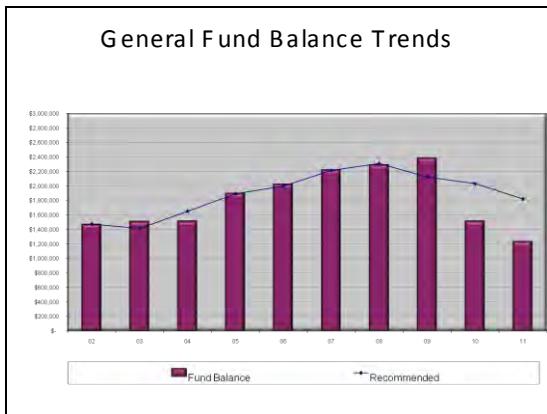
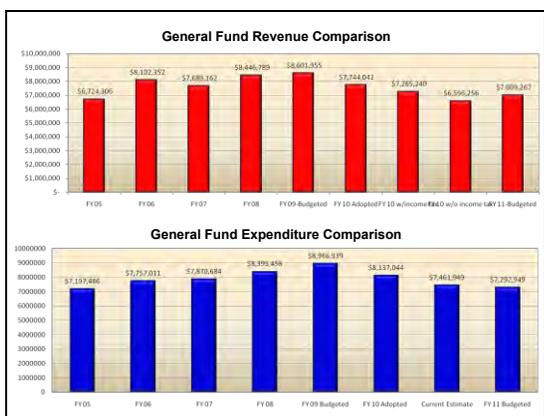
- Reduced current year GF budget by (\$830K) at adoption.
- Ongoing reductions of (\$670K)+/- are anticipated by year end.
- In aggregate, \$1.5M has been cut!

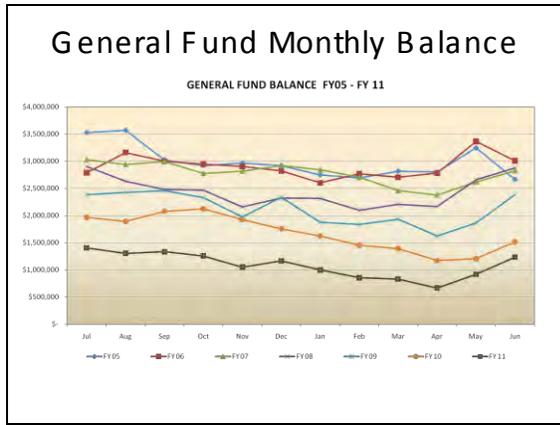


FY 11 General Fund Expenditure Summary

	FY 08	FY 09	Budgeted FY 10	Proposed FY 11	FY 11 Increase/Decrease	Percent
Personal Services	\$5,332,491	\$5,590,930	\$5,435,201	\$5,030,879	(\$404,322)	-7.44%
Commodities	\$866,692	\$920,856	\$775,942	\$685,277	(\$90,665)	-11.68%
Contractual Services	\$1,766,405	\$1,906,278	\$1,679,976	\$1,547,956	(\$132,020)	-7.86%
Capital Outlay	\$774,667	\$448,875	\$95,925	\$28,837	(\$67,088)	-69.94%
Other	\$100,000	\$100,000	\$150,000	\$0	(\$150,000)	-100.00%
G.F. Total Expenses	\$8,840,255	\$8,966,939	\$8,137,044	\$7,292,949	(\$844,095)	-10.37%

- No contingency line item in the proposed budget.
- All employees will contribute 10% toward their health care premiums.
- All employees will be under a wage freeze for FY 11.
- 4 FTE's will be removed from the GF during FY 11.





Reducing personnel costs became key focus!

- Implemented employee health care participation program.
- Advanced natural and induced attrition.
 - Offered reasonable separation incentives
 - Not yet replaced retiring or separating employees

Other Measures to decrease personnel costs

- Decreased costs by:
 - Minimize or freeze wage and benefit increases until economy rebounds
- Treating employee groups in similar fashion.
 - Wages
 - Working Conditions

Reducing personnel costs

- Implemented layoffs when:
 - Capacity was no longer needed
 - Capacity could be effectively absorbed by others

Part-time				
Seasonal	5	5	0	0
Part Time	7	7	7	7

Work Absorption Summary

DATE	POSITION	KEY RESPONSIBILITIES	ASSORBED BY	COMMENTS
7/1/2009	Public Improvement Inspector	F-1 Inspection, Drainage Compliance, Road Repair (MFT), Code Enforcement Officer	Staff Engineer, Village Engineer, Street Superintendent, Code Enforcement Officer	Responsibilities absorbed primarily by Staff Engineer with assistance from Street Superintendent and some cases Road Safety Staff and Code Enforcement Officer.
7/1/2009	Building Inspector	Inspection, Plan Review, Customer Service Window, Permit Preparation & Cancellation	Chief Building Inspector, Staff Engineer, Planning Technician, Village Planner, Community Development Director	Responsibilities absorbed primarily by Chief Building Inspector, Staff Engineer, Planning Technician, Community Development Director and Code Enforcement Officer.
7/1/2009	(1) Full Time Public Works	Public Works, Customer Service, Village Board Minutes	Staff Engineer, Village Planner, Administrative Assistant	Responsibilities absorbed primarily by the Full Time Public Works, Village Planner and Administrative Assistant.
12/2009	Economic Development Coordinator	Real Business Incentives, Web Page Management, GIS Administration, Economic Development, Commission Activities, Business Incentives	Community Development Director, Village Planner, Assistant Village Administrator, Administrative Office Staff, Village Administrator, Mayor & Trustees	Responsibilities primarily absorbed by Community Development Director, Village Planner, Assistant Village Administrator, Village Administrator along with additional support from Mayor and Village Board.
4/2010	(2) Part Time Customer Service Officers	Public Works, Back-up Crossing Guard	Community Development Director, Police Department & ISDA, Community Development Director	Community Development Director, Staff and Code Enforcement Officer, Police Department and Assistant Village Administrator.
4/2010	(1) Part Time Chief Building Inspector	Inspection, Plan Review, Building Code, Enforcement, Vacant Structure	Community Development Director, Village Planner, Code Enforcement Officer, Assistant Village Administrator	Responsibilities absorbed by Community Development Director, Village Planner, Code Enforcement Officer and Assistant Village Administrator.
4/2010	(1) Part Time Customer Service Officer	Customer Service, File Management	Full Time Customer Service Officer, Emergency Services	Responsibilities absorbed by Full Time Customer Service Officer, Emergency Services and also reduction of staffing office hours.
4/2010	(1) Part Time Customer Service Officer	Customer Service, File Management, Local Acquisition	Emergency Services, Planning Technician, Administrative Office Staff, Police Department	Responsibilities absorbed by Planning Technician, Village Planner, Administrative Office Staff, Police Department and also reduction of staffing office hours.

Measure Impacts of Further Reduced Forces on Services

- Prior to actual decision making.
- Make decisions having least negative impact on customer.
- Communicate likely impacts to customers in realistic terms...

Police Department

FULL TIME SWORN STATUS	SPECIAL ASSESS	PATROL	ADMIN & SUPERVISORY	ALTERNATE	TOTAL SWORN
CURRENT STAFFING LEVELS	4	21	8		33
(1) School Resource Officer Program (SRO) eliminated as first alternative. Patrol Staffing remains at 21. Special Assignments reduced to 3. Day shift patrols are supplemented with this alternative to cover parking facility mgmt/enforcement.		3	21	(1)	32
(2) Criminal Investigations - Detective #3 working evenings will be eliminated and reworked back to assigned patrol as third alternative. Patrol Staff remains at 21. Special Assignments reduced to 1.		2	21	(2)	31
(3) Criminal Investigations - Detective #2 reworked back to patrol division as third alternative. Patrol Staff remains at 21. Special Assignments reduced to 1.		1	21	(3)	30

2) Public Works - Snow Removal

Type	Function	Frequency	Current Staffing	Alternative 1	Alternative 2	Alternative 3	Notes
EMERGENCY	SALTING FOR MINOR SNOW STORM (0-2 1/2 inches)	HIGH (IN WINTER MONTHS) DAY 1	4.5 HOURS	4.5 HOURS	4.5 HOURS	4.5 HOURS	SALTING WOULD REMAIN CLOSE TO THE SAME AS THE FIRST LINE OF DRIVERS WOULD REMAIN THE SAME. REDUCING STAFFING LEVELS TO 15 WOULD IMPACT THIS SERVICE SLIGHTLY.
			4.5 HOURS	4.5 HOURS	5.6 HOURS	6.8 HOURS	SALTING & PLOWING WOULD REMAIN CLOSE TO THE SAME AS THE FIRST LINE OF DRIVERS WOULD REMAIN THE SAME. REDUCING STAFFING LEVELS TO 19 OR 18 WOULD HAVE NOTICEABLE IMPACTS ON SERVICE LEVELS (TIME DELAYS).
			4.5 HOURS	4.5 HOURS	5.6 HOURS	6.8 HOURS	SALTING & PLOWING WOULD REMAIN CLOSE TO THE SAME AS THE FIRST LINE OF DRIVERS WOULD REMAIN THE SAME. REDUCING STAFFING LEVELS TO 19 OR 18 WOULD HAVE NOTICEABLE IMPACTS ON SERVICE LEVELS (TIME DELAYS).
PRIORITY SERVICE	MAJOR SNOW EVENT SNOW REMOVAL (CURB TO CURB PLOWING) (COMBINED STAFF)	LOW (IN WINTER MONTHS) DAY 2	2 HOURS	2 HOURS	2 HOURS	2 HOURS	SAFETY CONCERN FOR SAFE PASSAGE ON ROADWAYS WOULD NOT BE IMPACTED. THIS OFFER OCCURS AFTER STREETS ARE CLEARED AND ONLY A FEW/ROCKERS/CAMERAS/QUIRE WOULD BE DIMINISHED.
			4.5 HOURS	4.5 HOURS	6.8 HOURS	8.12 HOURS	SAFETY CONCERN FOR SAFE PASSAGE ON ROADWAYS WOULD NOT BE IMPACTED. THIS OFFER OCCURS AFTER STREETS ARE CLEARED AND ONLY A FEW/ROCKERS/CAMERAS/QUIRE WOULD BE DIMINISHED.

SNOW REMOVAL WOULD BE INCREMENTALLY IMPACTED BY STAFFING LEVEL ALTERNATIVES

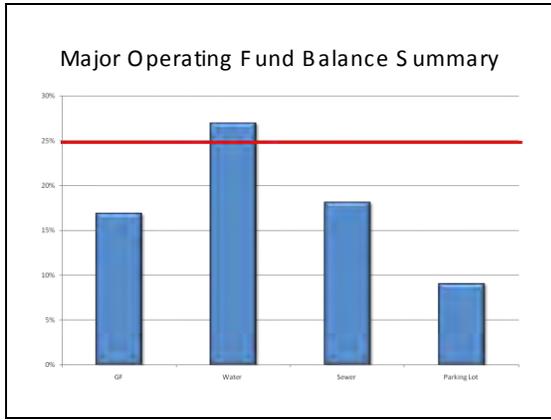
Proposed FY 11 Budgeted Positions

Department	2005	Budget 2010	Ending 2010	Proposed FY 11	From 2005
Admin/CD	21	17	16	16	-5
Police Department - Sworn	29	33	33	31	+2
Police Department - Civilian	3	3	3	3	---
Public Works Line	22	24	22	22	---
Public Works - Management/Admin	5	5	5	5	---
Total	80	82	79	77	(3)

86 FTE in 2009

General Assumptions (restated)

- State will not fall more than 6 months behind in LGDF distributions.
- No contingency line item in the proposed budget.
- All employees will contribute 10% toward their health care premiums.
- All employees will be under a wage freeze for FY 11.
- 4 FTE's will be removed from the GF during FY 11.



Major Operating Fund Balance Summary

OPERATING FUND BALANCES					
Fund	Begin FY '10	Begin FY '11	Ending FY '11	Recommended Amount	Variance
General	\$2,382,341	\$1,516,648	\$1,232,966	\$1,823,237	(\$590,271)
Water	989,595	1,154,676	998,916	926,896	72,020
Sewer	398,518	457,362	330,317	455,911	(125,594)
Parking Lot	69,789	55,742	25,090	69,292	(44,202)

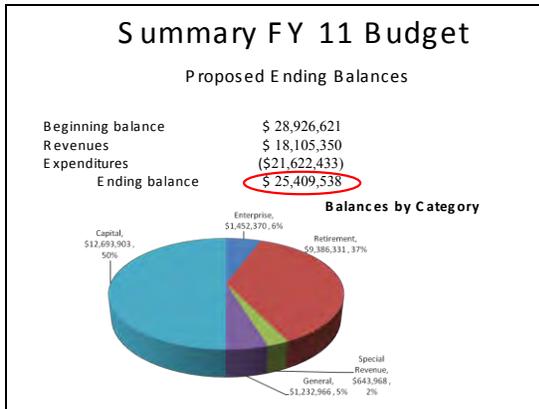
Capital Fund Balance Summary

CAPITAL RESERVE FUND BALANCE			
Fund	Begin FY '10	Begin FY '11	Ending FY '11
Water Capital	\$531,991	\$774,974	\$879,916
Sewer Capital	1,073,963	895,499	625,571
Sewer Plant Replacement	1,136,075	1,098,506	1,023,526
Sewer Plant Expansion	6,204,937	6,446,837	6,308,837
Capital Imp., Repair, Replacement	7,425,372	6,840,960	3,856,053
Totals	\$16,372,338	\$16,056,776	\$12,693,903

- **Water Capital** to increase due to project inactivity.
- **Sewer Capital** to decline due to low tap on revenues and continued transfer into plant expansion fund-\$240K and ongoing S CADA upgrades-\$84K.
- **Sewer plant replacement** in good order with goal of \$1million maintained.
- **Sewer plant expansion** prepared for major \$5.8 - \$6.3 +/- million expansion in FY 11/12/13.
- **Capital Improvement, Repair and Replacement** programmed to decrease due to project re appropriations and road maintenance shift from MFT

Overall Budget Overview

	FY 10 Budget	FY 11 Budget	\$ Inc/(Dec).	% Change
REVENUES				
Taxes	\$8,804,059	\$7,946,206	(\$857,853)	(9.74%)
Fines	\$347,000	\$291,500	(\$55,500)	(15.99%)
License/Permits	\$924,500	\$903,862	(\$20,638)	(2.23%)
Service Charge	\$7,107,880	\$6,913,470	(\$194,410)	(2.74%)
Grants/Trans.	\$310,328	\$296,872	(\$13,456)	(4.34%)
Development	\$1,271,250	\$759,700	(\$511,500)	(40.24%)
Other	\$1,126,425	\$993,740	(\$132,685)	(11.78%)
TOTAL	\$19,891,442	\$18,105,350	(\$1,786,092)	(8.98%)
EXPENSES				
Personal Serv.	\$8,291,237	\$7,848,430	(\$442,807)	(5.34%)
Commodities	\$1,483,258	\$1,427,297	(\$55,961)	(3.77%)
Contract Serv.	\$8,099,989	\$7,955,079	(\$144,910)	(1.79%)
Capital Outlay	\$2,146,215	\$3,722,627	\$1,576,412	73.45%
Other/Trans	\$818,500	\$669,000	(\$149,500)	(18.27%)
TOTAL	\$20,839,199	\$21,622,433	\$783,234	3.76%



Summary of Fund Transfers

FISCAL 2011 TRANSFERS			
Fund From	Fund To	Purpose	Amount
Performance Bond	General	Transfer Interest Earnings	\$ 4,000
Refuse	General	Interfund Service Charge	42,394
Water	General	Interfund Service Charge	75,702
Water	Capital Improvement	Joint System Costs	35,000
Sewer	General	Interfund Service Charge	75,702
Parking Lot	General	Interfund Service Charge	70,979
Sewer System Capital	Plant Expansion	Future Plant Expansion	240,000
Water System Capital	Capital Improvement	Water Improvements	100,000
TOTALS			\$643,777

- ### Key Policy Issue Revisited
1. Equipment purchases limited along with no fleet replacement vehicles!
 2. Road Maintenance and infrastructure upkeep completes transitional shift in funding.
 3. Parking lot fund in poor condition and needs a daily fee rate hike to sustain itself.
 4. W&S funds holding their own at this time.
 5. Budget includes funds for noise mitigation along C N Railroad.
 6. WWTP expansion of \$6+/- million scheduled for FY 12/13.

- ### Key Issues (Continued)
7. There are many unknowns we face as a Community.
 8. Issues which impact our "bottom line" will need to be accounted for with other measures.
 9. It is likely that more reductions are on the horizon.
 10. If so, we will continue to advance the incremental approach to budgeting.

Based on the discussion, the Village Board reached a consensus that the preliminary draft budget should be presented for adoption after the public hearing on June 28, 2010.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Werner adjourned the work session at 9:37 p.m.

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

Session #012

June 28, 2010

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
Jane McGinn
Don Labriola
Debbie Engler

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.

Absent: Trustee Joe Siwinski

DISCOVER MOKENA

Mayor Werner introduced Dan Murray and Ed Punjak from the Mokena Lion's Club. Mr. Murray and Mr. Punjak gave a brief presentation about the 23rd Annual Fire Cracker Dance being held on Saturday, July 17, 2010 at the Metra Lot on Front Street and Wolf Road. There will be food, raffles, drinks and live entertainment beginning at 6:00 p.m. Anyone needing more information can call Dan Murray at 708-404-0997 or visit the website www.MokenaLions.org.

COMMUNITY CALENDAR

Clerk Patt presented the community calendar.

CONSENT AGENDA

Village Administrator John Downs presented (7) items on the Consent Agenda for the Boards approval. These items are strictly administrative in nature.

- a) Motion to approve Ordinance No. 2010-O-011 as it pertains to the Prevailing Rate of Wages and authorize the Village President and Village Clerk to execute the same.
- b) Motion to grant approval to the Mokena Chamber of Commerce to conduct their annual Independence Day Parade on Sunday, July 4, 2010; utilizing LaPorte Road from Schoolhouse to Wolf Road and Wolf Road from LaPorte to 192nd Street.
- c) Motion to reduce Letter of Credit Number 8001.35. issued by Allegiance Community Bank, for public improvements within the Bridges of Mokena Subdivision, by a total amount of \$55,000.00 to a total remaining balance of \$463,780.00.
- d) Motion to waive building permit fees in the amount of \$105 for St. Mary's Parish related to sidewalk repairs at the Church located at 19515 S. 115th Avenue.
- e) Motion to accept the recommendation of the Site Plan Review Committee, thereby approving the site plan as depicted on the attached exhibit for the Stoney Point Grill & OTB located at 19031 Old LaGrange Road.

- f) Motion to accept the recommendation of the Architectural Review Committee, thereby approving the building elevations as depicted on the attached exhibit for the Triple R Child Care facility located at 9500 W. LaPorte Road.
- g) Motion to approve the Minutes from the June 14, 2010 Board Meetings.

Trustee Mazzorana made a motion to approve Consent Agenda Item 5 (a), (b), (c), (d), (e), (f) and (g) as depicted in the June 24, 2010 Request for Board Action prepared by the Village Administrator. Trustee Engler seconded.

AYES: (5) Engler, Metanias, Mazzorana, McGinn, Labriola
NAYS: (0)
Absent: (1) Siwinski
Motion carried

SPECIAL FINANCE REPORT

Finance Director Barb Damron presented the final Bill List for June totaling \$91,417.98. She highlighted the following bill to be paid.

- \$ 60,000.00 ICS Healy-Ruff-Phase 2 of SCADA for the Lift Stations

Trustee McGinn made a motion to approve the bill list in the amount of \$91,417.98. Trustee Metanias seconded.

AYES: (5) Engler, Metanias, Mazzorana, McGinn, Labriola
NAYS: (0)
Absent: (1) Siwinski
Motion carried

APPOINTMENTS/PROCLAMATIONS/PRESENTATIONS

Annual Appointments and Terms of Office for Fiscal Year 2010/2011

Mayor Werner recommend the following individuals be appointed to the correlating Public Offices as indicated below:

Mayor ProTem
John Mazzorana

Village Administrator
John Downs

Assistant Village Administrator
Kirk Zoellner

Legal Counsel
McKeown, Fitzgerald, Zollner, Buck, Hutchison & Ruttle

Finance Director
Barb Damron

Police Chief
Randy Rajewski

Emergency Services Director (ESDA)
Greg McElyea

Economic/Community Development Director
Alan Zordan

Public Works Director
Louis J. Tiberi, III

Village Engineer
Paul N. Pearson Jr.

ZONING BOARD OF APPEALS MEMBERS

Name	Date of Appt.	Term	Expiration
Joe Cirelli	7-1-07	4 yrs.	6-30-11
April Kracik	7-1-09	4 yrs.	6-30-13
Charles Manhart	7-1-07	4 yrs.	6-30-11
Kathy Schlegel	7-1-07	4 yrs.	6-30-11
Marc Schonwise (Chairperson)	7-1-07	6 yrs.	6-30-13
Jim Perry	7-1-10	4 yrs.	6-30-14
Roger Reardon	7-1-09	4 yrs.	6-30-13

PLANNING COMMISSION MEMBERS

Name	Date of Appt.	Term	Expiration
Joseph Cirelli	7-1-10	3 yrs.	6-30-13
Doug Heathcock	7-1-08	3 yrs.	6-30-11
April Kracik	7-1-09	3 yrs.	6-30-12
Charles Manhart	7-1-10	3 yrs.	6-30-13
Martin Bourke	7-1-10	3 yrs.	6-30-13
Jim Perry	7-1-09	3 yrs.	6-30-12
Roger Reardon	7-1-09	3 yrs.	6-30-12
Kathy Schlegel	7-1-08	3 yrs.	6-30-11
Marc Schonwise (Chairperson)	7-1-08	3 yrs.	6-30-11

COMPREHENSIVE PLAN COMMISSION

Name	Date of Appt.	Term	Expiration
Martin Bourke	7-1-10	1 yr.	6-30-11
Bob Hennessy	7-1-10	1 yr.	6-30-11
Jerry Jager	7-1-10	1 yr.	6-30-11
John Olivieri	7-1-10	1 yr.	6-30-11
James Peffer	7-1-10	1 yr.	6-30-11
Pam Schonwise (Chairperson)	7-1-10	1 yr.	6-30-11
Trustee Jane McGinn	7-1-10	1 yr.	6-30-11
Alan Zordan, Staff Liaison	7-1-10	1 yr.	6-30-11

ECONOMIC DEVELOPMENT COMMISSION

Name	Date of Appt.	Term	Expiration
Karen Perry	7-1-10	1 yr.	6-30-11
Paul Beneturski	7-1-10	1 yr.	6-30-11
August Badali	7-1-10	1 yr.	6-30-11
Jillian Hersted	7-1-10	1 yr.	6-30-11
Craig McCutcheon	7-1-10	1 yr.	6-30-11
Stan Lukas	7-1-10	1 yr.	6-30-11
Frank Lacny	7-1-10	1 yr.	6-30-11
Keith Pain	7-1-10	1 yr.	6-30-11
Kirk Zoellner, Staff Liaison	7-1-10	1 yr.	6-30-11

COMMUNITY AFFAIRS COMMISSION

Name	Date of Appt.	Term	Expiration
Dee Block	7-1-10	1 yr.	6-30-11
Pat Brannan	7-1-10	1 yr.	6-30-11
Brad Brink	7-1-10	1 yr.	6-30-11
Debbie Engler	7-1-10	1 yr.	6-30-11
Sharon Filkens Jenrich	7-1-10	1 yr.	6-30-11
Jerry Guca	7-1-10	1 yr.	6-30-11
Patricia Patt	7-1-10	1 yr.	6-30-11
Chip Patterson	7-1-10	1 yr.	6-30-11
Francis Zeiger	7-1-10	1 yr.	6-30-11
Kirk Zoellner, Staff Liaison	7-1-10	1 yr.	6-30-11

ELECTRICAL COMMISSION

Name	Date of Appt.	Term	Expiration
George Metanias (Chairman)	7-1-10	1 yr.	6-30-11
Chuck Keslin	7-1-10	1 yr.	6-30-11
Timothy Marshalek	7-1-10	1 yr.	6-30-11
Bradley Miller	7-1-10	1 yr.	6-30-11
Jim Smola	7-1-10	1 yr.	6-30-11
Alan Zordan	7-1-10	1 yr.	6-30-11

LINCOLNWAY PUBLIC SAFETY COMMUNICATION CENTER

Name	Date of Appt.	Term	Expiration
Trustee Don Labriola	7-1-10	1 yr.	6-30-11

LOCAL ADJUDICATION OFFICERS

Name	Date of Appt.	Term	Expiration
J. Daniel McGrath Jr.	7-1-10	1 yr.	6-30-11
William R. Penn	7-1-10	1 yr.	6-30-11
Ray Wagner	7-1-10	1 yr.	6-30-11

POLICE COMMISSION

Name	Date of Appt.	Term	Expiration
Ronald Brannan	12-22-08	3 yrs.	6-30-11
Joseph E Budzyn	7-1-10	3 yrs.	6-30-13
Mike Moran	7-1-09	3 yrs.	6-30-12

POLICE PENSION

Name	Date of Appt.	Term	Expiration
Ed Jancauskas	7-1-09	2 yrs.	6-30-11
J. Daniel McGrath	7-1-10	2 yrs.	6-30-12

CABLE COMMISSION

Name	Date of Appt.	Term	Expiration
Tim Franson, General Manager	7-1-10	1 yr.	6-30-11
Pat Foley, Asst. General Manager	7-1-10	1 yr.	6-30-11
Trustee Don Labriola	7-1-10	1 yr.	6-30-11

SITE PLAN/ARCHITECTURAL REVIEW COMMITTEES

Name	Date of Appt.	Term	Expiration
Marc Schonwise (Planning)	7-1-10	1 yr.	6-30-11
Richard Sinnott (Engineer)	7-1-10	1 yr.	6-30-11
Gregory Quinn (Architect)	7-1-10	1 yr.	6-30-11
Chris Krestel (Architect)	7-1-10	1 yr.	6-30-11
Lang Beiswanger (Landscape Arch.)	7-1-10	1 yr.	6-30-11
Lt. Mark Sickles (Mokena Fire Dist.)	7-1-10	1 yr.	6-30-11
Jerry Gucfa (CA Commission)	7-1-10	1 yr.	6-30-11
Brad Brink (Engineer Alternate)	7-1-10	1 yr.	6-30-11
Ted Golden (Alternate)	7-1-10	1 yr.	6-30-11
Bob Wilson (Alternate)	7-1-10	1 yr.	6-30-11
Joe Cirelli (P & Z Alternate)	7-1-10	1 yr.	6-30-11
Vacancy (CA Comm. Alt.)			
Jane McGinn (Board Liaison)	7-1-10	1 yr.	6-30-11
Matt Ziska, Staff Liaison	7-1-10	1 yr.	6-30-11
Kim Yockey, Staff Liaison	7-1-10	1 yr.	6-30-11
Alan Zordan, Staff Liaison	7-1-10	1 yr.	6-30-11

WILL COUNTY GOVERNMENTAL LEAGUE

Name	Date of Appt.	Term	Expiration
Mayor Joe Werner	7-1-10	1 yr.	6-30-11
John Downs, Village Administrator	7-1-10	1 yr.	6-30-11
Trustee John Mazzorana (Alternate)	7-1-10	1 yr.	6-30-11
Kirk Zoellner (Alternate)	7-1-10	1 yr.	6-30-11

NEIGHBORHOOD REVIEW/DRAINAGE TEAM

Name	Date of Appt.	Term	Expiration
Trustee Joe Siwinski	7-1-10	1 yr.	6-30-11
Clerk Patricia Patt	7-1-10	1 yr.	6-30-11

CHICAGO SOUTHLAND VISITORS AND CONVENTION BUREAU

Name	Date of Appt.	Term	Expiration
Ed Jancauskas	7-1-10	1 yr.	6-30-11
Kirk Zoellner (Alternate)	7-1-10	1 yr.	6-30-11

CHICAGO SOUTHLAND CHAMBER OF COMMERCE

Name	Date of Appt.	Term	Expiration
Mayor Joe Werner	7-1-10	1 yr.	6-30-11
Kirk Zoellner (Alternate)	7-1-10	1 yr.	6-30-11

SOUTH SUBURBAN MAYORS/MANAGERS

Name	Date of Appt.	Term	Expiration
Mayor Joe Werner	7-1-10	1 yr.	6-30-11
Trustee John Mazzorana (Alternate)	7-1-10	1 yr.	6-30-11
John Downs, Village Administrator	7-1-10	1 yr.	6-30-11
Kirk Zoellner (Alternate)	7-1-10	1 yr.	6-30-11

SOUTHWEST AGENCY FOR RISK MANAGEMENT (SWARM)

Name	Date of Appt.	Term	Expiration
Kirk Zoellner	7-1-10	1 yr.	6-30-11
John Downs, Village Administrator	7-1-10	1 yr.	6-30-11

SOUTHWEST AGENCY FOR HEALTH MANAGEMENT (SWAHM)

Name	Date of Appt.	Term	Expiration
Barb Damron, Finance Director	7-1-10	1 yr.	6-30-11
John Downs, Village Administrator	7-1-10	1 yr.	6-30-11

Trustee McGinn made a motion to approve the appointments for public officials for Fiscal Year 2010-2011 or as otherwise denoted and provided for in a request for board action from Mayor Werner to Clerk Patt and Board of Trustees' dated June 24, 2010, and as amended June 28, 2010. Trustee Engler seconded.

AYES: (5) Engler, Metanias, Mazzorana, McGinn, Labriola
NAYS: (0)
Absent: (1) Siwinski
Motion carried

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

N/A

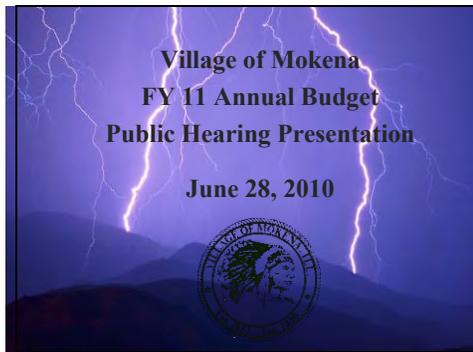
PUBLIC HEARINGS

Trustee Mazzorana made a motion to enter into a Public Hearing to discuss the proposed Village of Mokena FY '10/'11 Budget. Trustee Engler seconded.

AYES: (5) Engler, Metanias, Mazzorana, McGinn, Labriola
NAYS: (0)
Absent: (1) Siwinski
Motion carried

Adoption of Fiscal Year 2011 Budget

Village Administrator Downs gave a presentation on the Mokena Fiscal-Year 2010/2011 annual budget.



Annual Budget Process

- Budget Preparation is Advanced through several work session to discuss categorical topics (January-June)
- Board Reviews a Preliminary "Draft" Budget

FY 11 Budget Overview

- Prepared in accordance with Illinois Compiled Statutes
- Requires Public Hearing to be conducted
- Hearing notice published June 17th edition of the Mokena Messenger
- During Public Hearing
 - Provide broad overview
 - Answer questions, provide explanations
 - Conclude Hearing
- Adopt Budget

9703 Legal Notices

NOTICE OF ANNUAL COMPREHENSIVE BUDGET REPORT HEARING
NOTICE IS HEREBY GIVEN that the Corporate Authorities of the Village of Mokena will conduct a public hearing on the Comprehensive Annual Budget Report for the Fiscal Year 2010-2011. Citizens attending the hearing shall have the right to provide oral and written comments. A copy of the Comprehensive Annual Budget Report is available for public inspection Monday through Thursday 8:30 a.m. to 5:00 p.m., and on Friday from 8:30 a.m. to 7:00 p.m., at the Village Hall, 11004 Carpenter Street, Mokena. The Public Hearing shall be conducted Monday, June 28, 2010 at 7:00 p.m. or at persons thereafter as the agenda permits at the Mokena Village Hall, 11004 Carpenter Street, Mokena, IL.

The Basics----Funds and Balances

- General Fund** --General government services such as; administration, police, community development, streets, guards, etc.
\$7,700 in spending
- Special Revenue Funds** --Specific revenue sources that are legally restricted to expenditures for specified purposes. Examples include; audit, school crossing, MFT, IMR/FICA, Tourism, etc.
\$2,300 in spending
- Fiduciary Funds** --Assets held by the Municipality in a Trustee capacity or as agent on behalf of others. Most common are police/pension funds.
Over \$3M held at end of FY 11
- Enterprise Funds** --Operations financed and operated in a manner similar to private business (usually funded through user charges). Examples include; W&S utilities, refuse and parking lots.
Almost \$7M in spending
- Capital Project Funds** --Resources and expenditures for the design, acquisition or construction of major capital infrastructure and facilities.
Over \$5.5M in spending

Categorical/Aggregate Budget Overview

REVENUES	FY 10 Budget	FY 11 Budget	\$ Inc/(Dec)	% Change
Taxes	\$8,484,851	\$7,946,206	(\$538,645)	(6.34%)
Fees	\$347,800	\$291,500	(\$56,300)	(16.20%)
License/Permits	\$954,360	\$960,362	(\$6,000)	(0.63%)
Service Charge	\$7,387,589	\$6,824,678	(\$562,911)	(7.62%)
Grants/Trans.	\$10,328	\$26,872	(\$16,544)	(160.24%)
Development	\$1,271,250	\$790,700	(\$480,550)	(37.80%)
Other	\$1,126,425	\$993,740	(\$132,685)	(11.78%)
TOTAL	\$19,891,442	\$18,105,350	(\$1,786,092)	(8.98%)

EXPENSES	FY 10 Budget	FY 11 Budget	\$ Inc/(Dec)	% Change
Personal Serv.	\$8,251,237	\$7,448,430	(\$802,807)	(9.76%)
Commodities	\$1,483,258	\$1,427,297	(\$55,961)	(3.78%)
Contract Serv.	\$8,099,989	\$7,955,879	(\$144,110)	(1.77%)
Other/Trans.	\$813,500	\$669,800	(\$143,700)	(17.66%)
Capital Outlay	\$2,146,215	\$3,722,627	\$1,576,412	73.45%
TOTAL	\$20,839,199	\$21,622,433	\$783,234	3.76%
LaPorte Road Close out		(\$1,895,629)		
ADJUSTED TOTAL	\$20,839,199	\$19,726,804	(\$1,112,395)	(5.34%)

Summary FY 11 Budget

Proposed Ending Balances

Beginning balance \$ 28,926,621
Revenues \$ 18,105,350
Expenditures (\$21,622,433)
Ending balance \$ 25,409,538

Balances by Category

Fund	Begin FY 10	Begin FY 11	Ending FY
Water Control	\$21,991	\$74,424	\$879,916
Senior Center	\$173,965	\$10,500	\$25,571
Senior Plant Replacement	1,136,075	1,098,506	1,025,526
Senior Plant Expansion	6,284,927	6,446,837	6,396,837
Capital Imp. - Repair	7,425,372	6,840,960	3,856,053
Replacement			
Total	\$16,472,330	\$16,056,716	\$12,669,903

The General Fund

Month	Preparation	Adoption	Execution	Assessment	Preparation	Adoption
Feb						
Mar						
Apr						
May						
Jun						
Jul						

This Year's Problem!

- We expect to collect less in economy driven revenues!
- The State has fallen behind in distributing your money back to you \$550-\$670K.
- Additional reductions of (\$430K) are being proposed by Governor Quinn!
- What lies ahead... we don't know!

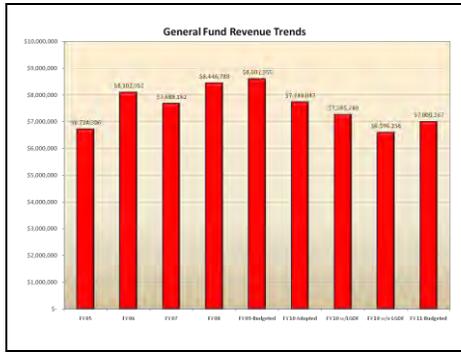
The Unknowns

- The State of Illinois' declining fiscal condition.
- The status of our national, regional and statewide economy.
- Future legislation by the Illinois General Assembly.
- The agreed terms of two pending organized labor agreements.

GF Revenue Comparison

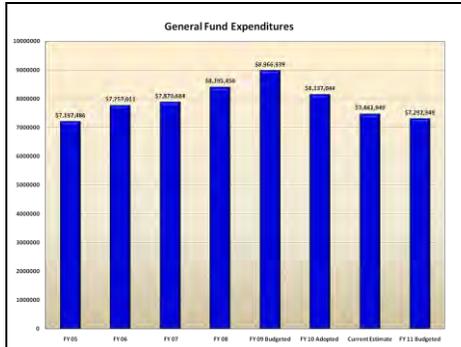
FY 10	FY 11
\$7.7M	\$7M

Economy Driven=Sales..... Income.....Local Use



OK... What are we doing about it?

1. Reduced current year GF budget by (\$830K) at adoption.
2. Ongoing reductions of (\$670K)+/- by year end.
3. In aggregate, \$1.5M has been cut!



Reducing personnel costs

- Implemented employee health care participation and incentive waiver programs.
- Advanced natural and induced attrition.
 - Offered reasonable separation incentives
 - Not yet replaced retiring or departing employees

Reducing personnel costs

- Implemented layoffs when:
 - Capacity or demand is reduced.
 - Capacity could be effectively absorbed by others.

Category	FY 08	FY 09	FY 10	FY 11
Seasonal	5	5	0	0
Part Time	7	7	7	2

Work Absorption Summary

DATE	DESCRIPTION	ALL RESPONSIBILITIES	ASSIGNMENT	COMMENTS
10/20/09	Director	• Planning Committee • Board Support (S&P) • Strategic Planning • Customer Service Liaison • Board Support & Administration	Village Manager Street Support S&P Support Village Manager Community Development Director	Responsibilities absorbed primarily by Chief Planning Director Community Development Director Staff and Code Enforcement Officer Director and Code Enforcement Officer
10/20/09	Public Works Admin. & Customer Service	• Public Works Administration • Public Works Administration	Public Works Administration Public Works Administration Public Works Administration Public Works Administration Public Works Administration Public Works Administration	Responsibilities absorbed primarily by Public Works Administration Department and Administrative Assistant
10/20/09	Customer Service Liaison	• Customer Service Liaison • Customer Service Liaison	Community Development Director Village Manager S&P Support Village Manager Community Development Director Village Manager	Responsibilities absorbed primarily by Community Development Director Village Administrator along with additional support from Mayor and Village Manager
02/02/10	Part-time Customer Service Liaison	• Customer Service Liaison • Customer Service Liaison	Community Development Director Village Manager S&P Support Village Manager Community Development Director Village Manager	Customer Service Liaison absorbed by Public Works Administration Public Works Administration Community and other staff Community and other staff
02/02/10	Part-time Customer Service Liaison	• Customer Service Liaison • Customer Service Liaison	Community Development Director Village Manager S&P Support Village Manager Community Development Director Village Manager	Customer Service Liaison absorbed by Public Works Administration Public Works Administration Community and other staff Community and other staff
02/02/10	Part-time Customer Service Liaison	• Customer Service Liaison • Customer Service Liaison	Community Development Director Village Manager S&P Support Village Manager Community Development Director Village Manager	Customer Service Liaison absorbed by Public Works Administration Public Works Administration Community and other staff Community and other staff

Decreasing personnel costs moving forward

- Treating employee groups in similar fashion.
 - Wages
 - Health care costs

Decreasing personnel costs moving forward

- Make decisions having least negative impact on customer.
- Communicate likely impacts to customers in realistic terms...

Measure Impacts of Further Reduction in forces

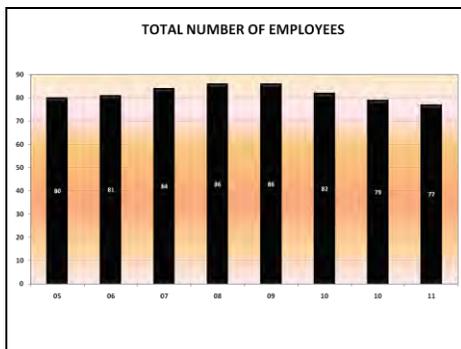
Police Department

Full Time S worn Status	SPECIAL ASST	PATROL	ADMIN & SUPERVISORY	ALTERNATE	TOTAL S worn
CURRENT STAFFING LEVELS	4	21	8	...	33
(1) School Resource Officer Program (SRO) allocated as first alternative. Patrol Staffing remains at 25. Special Assignments reduced to 3. Day shift patrol are supplemented with this alternative to cover parking facility reassignment.		22	9	(1)	32
(2) Criminal Investigations: Detective #3 working evening and will not be eliminated and moved back to assigned general duty.		21	8	(2)	31
(3) Criminal Investigations: Detective #2 moved back to patrol division as their alternative. Patrol staffing at 22. Special Assignments reduced to 1.		21	8	(1)	30

2) Public Works - Snow Removal

Type	Function	Frequency	Current-25	20	15	18	Notes
EMERGENCY	SALTING FOR MINOR SNOW STORM (3-7" inches)	(COMBINED STAFF)	4:5	4:5	4:5	4:4	SALTING WOULD REMAIN CLOSE TO THE SAME AS THE FIRST LINE OF DRIVERS. STAFFING WOULD REMAIN THE SAME. REDUCING STAFFING LEVELS TO 18 WOULD IMPACT ON SERVICE LEVELS (TIME DELAYS).
		(COMBINED STAFF)	4:5	4:5	4:5	4:4	SALTING & PLOWING WOULD REMAIN CLOSE TO THE SAME AS THE FIRST LINE OF DRIVERS. STAFFING WOULD REMAIN THE SAME. REDUCING STAFFING LEVELS TO 18 WOULD HAVE NOTICEABLE IMPACTS ON SERVICE LEVELS (TIME DELAYS).
		(COMBINED STAFF)	4:5	4:5	4:5	4:4	SALTING & PLOWING WOULD REMAIN CLOSE TO THE SAME AS THE FIRST LINE OF DRIVERS. STAFFING WOULD REMAIN THE SAME. REDUCING STAFFING LEVELS TO 18 WOULD HAVE NOTICEABLE IMPACTS ON SERVICE LEVELS (TIME DELAYS).
		(COMBINED STAFF)	4:5	4:5	4:5	4:4	SALTING & PLOWING WOULD REMAIN CLOSE TO THE SAME AS THE FIRST LINE OF DRIVERS. STAFFING WOULD REMAIN THE SAME. REDUCING STAFFING LEVELS TO 18 WOULD HAVE NOTICEABLE IMPACTS ON SERVICE LEVELS (TIME DELAYS).
EMERGENCY	SALTING & PLOWING FOR MODERATE TO MAJOR SNOW STORM (8" or more inches)	(COMBINED STAFF)	2	2	2	2	SAFETY CONCERN FOR SAFE PASSAGE ON EDGEMOORNS WOULD NOT BE IMPACTED. THIS OFFER OCCURS AFTER STREETS ARE CLEARED AND ONLY A FEW EDGEMOORNS WOULD BE AFFECTED AS 2PT SHIFT CREWS WOULD BE DIMINISHED.
		(COMBINED STAFF)	2	2	2	2	SAFETY CONCERN FOR SAFE PASSAGE ON EDGEMOORNS WOULD NOT BE IMPACTED. THIS OFFER OCCURS AFTER STREETS ARE CLEARED AND ONLY A FEW EDGEMOORNS WOULD BE AFFECTED AS 2PT SHIFT CREWS WOULD BE DIMINISHED.

SNOW REMOVAL WOULD BE INCREMENTALLY IMPACTED BY STAFFING LEVEL ALTERNATIVES



Employees by Functional Area

Full Time Employees	2005	Budgeted 2010	Current 2010	From 2005
Administrative	21	17	16	-5
Police Department - S worn	29	33	33	+4
Police Department - Civilian	3	3	3	-
Public Works - Line	22	24	22	-
Public Works - Management/Administration	5	5	5	-
Total	80	82	79	-1

86 in FY 2009

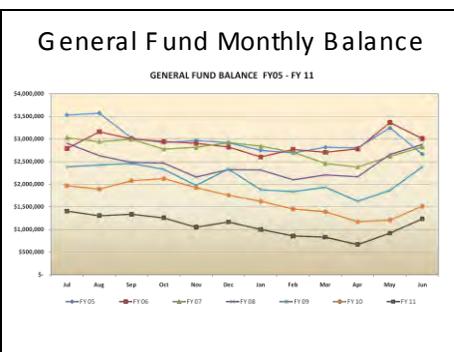
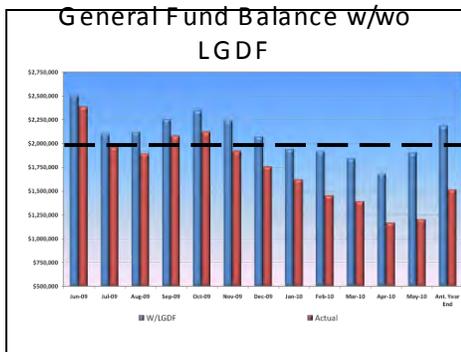
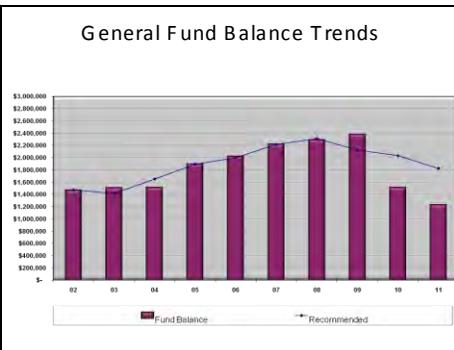
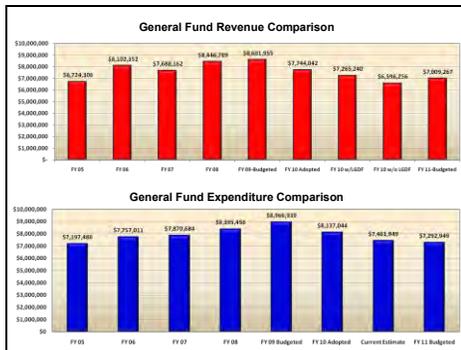
Proposed FY 11 Budgeted Positions

Department	Budget 2010	Current	Proposed FY 11	Compare Budget 2010	Compare to current
Administrative	17	16	16	-1	---
Police Department - Sworn	33	33	31	-2	-2
Police Department - Civilian	3	3	3	---	---
Public Works Line	24	22	22	-2	---
Public Works - Management/Admin	5	5	5	---	---
Total	82	79	77	-5	-2

86 in FY 2009

Incremental Reduction of Forces

1. Adjust categorical staffing to service demands.
2. Absorb balance of service demands.
3. Adjust service levels incrementally.
4. Deliver the best level of "realistic service" based on available resources.
5. Recognize the "reality" of our times.



Five GF Assumptions

1. State will not fall more than 6 months behind in LGDF distributions.
2. No contingency line item in the proposed budget.
3. All employees will contribute 10% toward their health care premiums.
4. All employees will be under a wage freeze for FY 11.
5. 4 FTE's will be removed from the GF during FY 11.

Enterprise Funds

1. Water Fund
2. Sewer Fund
3. Parking Lot Fund
4. Refuse Fund

Overview of Mokena's Water a (wastewater) Systems-What's 1

- Represent over \$34M in capital investment by our customers.
- Combined is a \$5.5M 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
- Serve over 6,600 customer accounts on a 24/7/365 basis.

Water Operating Fund Summary

- **FY 10 (current year)**
 - Revenues down by (\$50K) with expenditures down by (\$224K)
 - Budgeted fund balance of \$977K with estimated fund balance of \$1.154M.
- **FY 11 Revenue Summary**
 - Overall expected revenues of \$3.53M
 - Down by (\$83K) or (2.3%)
- **FY 11 EXPENSE SUMMARY**
 - Overall expenditures of \$3.7M
 - Anticipated +\$64K or 1.75% increase in expenditures

Fund balance anticipated to decrease by (-\$156K) in FY 11. Still expected to be \$899K +/- or \$72K +/- above policy level

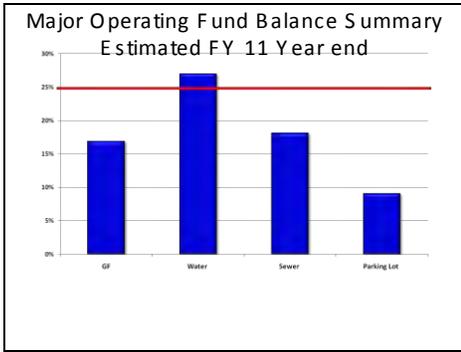
Sewer Operating Fund Summary

- **FY 10 Current Year**
 - Revenues down by (\$43K) with expenditures off by (\$131K)
 - Budgeted fund balance of \$369K with estimated balance of \$457K
- **FY 11 REVENUE SUMMARY**
 - Overall expected revenues of \$1.69 million
 - Anticipated to decrease by (\$90K or 3%)
- **FY 11 EXPENSE SUMMARY**
 - Overall expenditures of \$1.82 million
 - Budgeted +\$48K increase or 2.7%

Fund balance expected to decrease by (\$127K at end of FY11 to \$330K)

Parking Lot Fund Summary

- **FY 10 (current year)**
 - Revenues down by (\$25K) and expenditures down (\$13K)
 - Budgeted fund balance of \$69K with estimated fund balance of \$66K
- **FY 11 Revenue Summary**
 - Total Revenues are \$247K
 - Revenue decline of (-\$26K) or -10%
 - Decreased Metra Ridership of 17% +/- since FY 08
- **Expenditure Summary**
 - Expenditures to increase by (\$1.5K or less than 1%)
 - Total expenditures are \$277K
- **FY 11 Fund Balance**
 - Estimated to be \$25K, which is significantly below policy level.
 - Should be \$69K
- **Future Commuter Parking Rate Increase Necessary**
 - Evaluated commuter parking costs
 - Trends require rate increase in future
 - Discussion with Metra ongoing
 - **Rates to remain intact for now!**



Major Operating Fund Cost Containment

Operating Fund	FY 10 Budgeted Expenditures	FY 10 Anticipated Expenditures	FY 10 (Difference)	Percentage (Difference)
General Fund	\$8,137,044	\$7,461,949	(\$675,095)	(8.3%)
Water	\$3,643,859	\$3,419,639	(\$224,220)	(6.15%)
Sewer	\$1,775,961	\$1,644,535	(\$131,426)	(7.4%)
Parking Lot	\$275,526	\$262,421	(\$13,105)	(4.76%)
TOTAL	\$13,832,390	\$12,788,544	(\$1,043,846)	(7.55%)

Refuse Fund Summary

- FY 10 (current year)**
 - Revenues are just above budget by \$5K with expenditures just below budget by \$2K.
 - Fund is in stable condition at this time.
- FY 11 Revenue Summary**
 - Forecasted revenue growth of \$30K with total revenues of \$1.11M or 2.8%.
- FY 11 Expenditure Summary**
 - Anticipated increase of \$29K with total expenditures of \$1.11M or 2.7%.
- FY 11 Fund Balance**
 - Remains stable at \$98K.
 - Free programs and discounts:
 - Senior discounts - \$7.9K rate discount - \$48.5K (11 months free service)
 - Free leaf and branch pick up costs \$14K
 - These costs are absorbed by all customers.

MFT Operational Trends for Snow removal

- More severe winters
 - Sent costs for snow removal spiraling upward.
 - OT and salt purchases
- Reduced available funding for road repairs.
- Stagnant MFT Receipts
- Forced a shift in funding for road repairs from MFT to ½% sales tax fund.

Motor Fuel Tax Fund - Proposed Plan

	2010	2011	2012	2013	2014	2015
Beginning Fund Balance	\$129,711	\$243,204	\$289,222	\$322,818	\$357,015	\$377,707
Revenue:						
MFT Payment	\$655,000	\$472,325	\$476,095	\$499,335	\$500,270	\$505,210
Interest Earnings	\$219	\$0	\$0	\$0	\$0	\$0
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenue	\$655,219	\$472,325	\$476,095	\$499,335	\$500,270	\$505,210
Total Available For Expenditures	\$654,981	\$472,325	\$476,095	\$499,335	\$500,270	\$505,210
Operating Expenses:						
Personnel Services	\$86,854	\$88,124	\$88,424	\$100,719	\$100,724	\$100,816
Commodities	\$35,000	\$30,000	\$32,000	\$32,480	\$32,450	\$30,000
Contractual Services	\$37,000	\$33,238	\$34,666	\$35,951	\$37,389	\$38,889
Total Operating Expenses	\$158,854	\$151,362	\$155,090	\$169,150	\$170,563	\$170,000
Capital Projects:						
Improvements - Streets & Alleys	\$1,861	\$465	\$0	\$0	\$0	\$0
Improvements - Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Capital Outlay	\$1,861	\$465	\$0	\$0	\$0	\$0
Ending Fund Balance	\$243,204	\$289,222	\$322,818	\$357,015	\$377,707	\$384,126

- ### FY 11 Capital Spending
- Fleet/Equipment Replacement
 - Road Rehabilitation
 - General Infrastructure Upkeep
 - Road Improvements Projects
 - CN Buffering Project
 - Water and Sewer Capital
 - WWTP Upkeep and Expansion

Fleet & Equipment Replacement Summary

Category	FY 11
Fleet Replacement	\$0
Equipment (Police)	\$21K
Equipment W&S	\$53K

Road and infrastructure upkeep

- Local Road Maintenance Program
 - Continues a shift in funding structure from MFT to ½% sales tax
 - Provides best repair program based on economic circumstance
- Continues a shift in other infrastructure maintenance costs from general fund to ½% sales tax fund.

Proposed FY 11 Road Program

Duchess (Townline to Victorian)	\$48,756.27
Baron Dr. (Duchess to Camelot)	\$39,311.27
Camelot (Baron to Victoria)	\$25,461.89
Victorian Dr. (195th to Duchess)	\$72,290.66
Queens Ct. (Victorian to End)	\$14,715.01
Yorkshire Dr. (195th to 194th)	\$42,391.27
Glennell (195th to 197th)	\$85,162.85
Pheasant Ln. (Glennell to Glennell)	\$67,457.25
Pheasant Ct. (Pheasant Ln. to End)	\$28,896.55
Blyth Way (Regent to 195th)	\$32,473.07
Regent (Kirkstone to 195th)	\$52,685.96
Austin Court (Kirkstone to End)	\$29,935.60
Bristol Court (Kirkstone to End)	\$17,112.80
Galway Bay (Revere to Fintan)	\$47,210.02
Connamara Ct. (Galway to End)	\$22,511.51
Celtic Ct. (Galway to End)	\$23,897.51
Total:	\$650,275.49
2010/2011 Street Miles (Total) ~	2.48

FY 2011 Infrastructure Maintenance

- These costs have been shifted from the GF to the ½% sales tax fund to relieve revenue pressure.

Full Depth Patching	40,000
Wolf Road Patching	40,000
Curb Shotcrete	5,000
Sidewalks	33,000
Mudjacking (Sidewalks/Curbs)	7,000
Structural Street Light Repairs	15,000
Material Testing	5,000
Erosion Control at Lawn Lake	15,000
Total	\$160,000

- ### Road Improvement Program
- US 30 Phase I&II Improvements (local share) = **\$183K**
 - E B to S B right hand turn lane at Wolf and LaPorte Roads = **\$134K**
 - Local share for signals at Francis and Townline Roads = **\$105K**
 - Close out LaPorte Road Project with IDOT = **\$1.895M**
 - Inflates overall FY 11 Budget
 - Close out EJE-Owens Crossing Project = **\$52K**

CN/EJE Buffering Project = \$333K

All funds provided by CN for mitigation purposes

W&S Capital Summary

Summary		
	5 Year Budget Average	FY 11
Water Capital (Total)	\$2,217,503	\$158,750
Sewer Capital (Total)	\$676,704	\$362,066

WATER=\$159K

- Consulting services for negotiations with Oak Lawn and to design 12" emergency water connection between Mokena and Tinley Park (\$39K).
- Transfer to escrow fund (\$100K)
- Contingency-(\$20K)

SEWER=\$362K

- SCADA for lift stations (\$84K)
- Sewer televising (\$10K)
- Engineering for reline projects (\$8K) in upcoming years.
- Transfer to WWTP Expansion (\$240K).
- Contingency-(\$20K)

WWTP Repair and Replacement Fund

- Plant repair fund is separate and has a projected balance of \$1.1+ million at the end of FY 10.
- Projected average annual expenditures over next 8-10 years-\$50,000 +/-.
- Interest earnings should be sufficient to maintain target fund balance of \$1 million.
- This fund has performed as designed and now self funding.

	ESTIMATE FY11
DISCHER BLOWER	\$2,000.00
RAIMPUMP	\$19,200.00
AIR HANDLER (ROOFTOP)	\$5,170.00
UNIT HEATER	\$2,400.00
DE WAYER	\$5,500.00
ELECTRIC MOTOR BLOWER	\$1,100.00
FOOD INCUBATOR LAB	\$4,000.00
TOTAL	\$44,200.00

WWTP Expansion Fund

- Summary
 - Plant expansion fund is separate and has a projected balance of \$6.4 Million at end of FY 10
 - Estimated Construction Cost of \$5.8-\$6.3 Million +/-
 - Construction until FY 12/13

	FY 10	FY 11	FY 12/13
Expenditures	\$25K for plant expansion and other planning/eng.	Carry over \$412,000 in design engineering from FY 10	\$5.8-\$6.3 million for plant expansion (construction only)
Fund Balance	\$6.4 million	\$6.3 million	Unknown at this time.

Other Issues

- Debt Service
- Fund Transfers
- Property Tax Levy
- Some Good News for Household budgets!

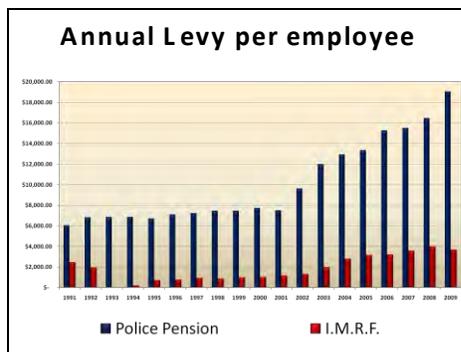
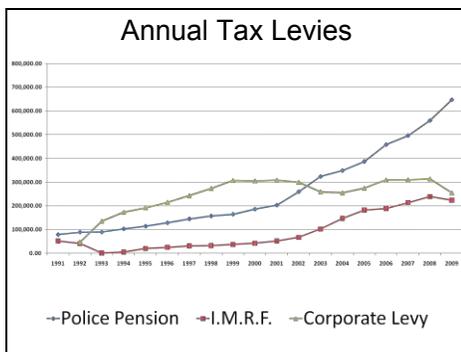
Debt Service=\$1.528 Million

- \$705K Road system Debt
- \$691K in total Lake water debt and obligations
- \$132K Debt for Front Street

Summary of Fund Transfers

FISCAL 2011 TRANSFERS

Fund From	Fund To	Purpose	Amount
Performance Bond	General	Transfer Interest Earnings	\$ 4,000
Refuse	General	Interfund Service Charge	42,394
Water	General	Interfund Service Charge	75,702
Water	Capital Improvement	Joint System Costs	35,000
Sewer	General	Interfund Service Charge	75,702
Parking Lot	General	Interfund Service Charge	70,979
Sewer System Capital	Plant Expansion	Future Plant Expansion	240,000
Water System Capital	Capital Improvement	Water Improvements	100,000
TOTALS			\$643,777



Some Good News! 4th of July Celebration

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!!

Thank you Pipefitters Local 597

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

Household Budgets get a break!

Monthly Refuse Rates Bump Slightly in August

In August, Mokena customers will see monthly refuse rates increase by 2.4% or \$.24 per month for a single family home and \$.31 per month for two/three/condos. This slight increase will be used to offset rising program costs suffered by Mokena residents. The good news is that water and sewer rates will remain the same for FY 11.

Please contact us if you have any questions or inquiries about any of your utility billing questions. We can be reached at 479-3900 or by e-mail at information@mokena.org. If you e-mail us, please include your phone number so we may contact you personally.

- ### Key Policy Issue Revisited
- Equipment purchases limited along with no fleet replacement vehicles!
 - Road Maintenance and infrastructure upkeep completes transitional shift in funding.
 - Parking lot fund in poor condition and needs a daily fee rate hike to sustain itself.
 - WWTP expansion of \$6+ million scheduled for FY 12/13 and good order.

- ### Key Issues (Continued)
- The General Fund remains under extreme revenue pressure!
 - There are several unknowns as we move into FY 11.
 - State's Fiscal Condition
 - Overall Economy
 - Potential Legislation
 - Two pending labor agreements.
 - We will likely be revisiting this budget in the near future!



Administrator Downs concluded his presentation.

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

Staff Sergeant Albert Parr from Oak Forest said he has been considering buying a home in Mokena as well as New Lenox and the reduction in police officers would impact the safety of his family.

William Logan, assistant trustee for Teamsters Local 700 commented that fewer police officers patrolling the streets will inevitably lead to increased crime, slower response times, diminished protection for area families and decreased revenue for the village. He also said that sacrificing the safety of 20,000 residents is not a way to save money.

Mokena resident Tim Murphy and a police officer with 24 years of service in Calumet City said that one of the reasons he moved to Mokena was because this was a safe community, he knows and has seen what it will do when police forces are reduced.

Patrolman Doug Hutson thanked Officers O'Connor and Payne for doing a fine job while they worked for the Village.

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

AYES: (5) Engler, McGinn, Labriola, Mazzorana, Metanias

NAYS: (0)

Absent: (1) Siwinski

Motion carried

Trustee McGinn made a motion to approve Ordinance No. 2010-O-012, an ordinance adopting the Mokena Annual Budget for the Fiscal Year 2010/2011 and authorize the Village President and Village Clerk to execute the same. Trustee Engler seconded.

AYES: (5) Engler, McGinn, Labriola, Mazzorana, Metanias

NAYS: (0)

Absent: (1) Siwinski

Motion carried

Mayor Werner made a brief comment about what had to be done with the budget and thanked all who attended the meeting and for being respectful.

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% (\$350 for FY '11) 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 2012 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 McGinn made a motion to adopt Ordinance No. 2010-O-013, an ordinance pertaining to vehicle licenses and to authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (5) Engler, McGinn, Labriola, Mazzorana, Metanias
NAYS: (0)
Absent: (1) Siwinski
Motion carried

Trustee Mazzorana made a motion to adopt Ordinance No. 2010-O-014, 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: (5) Engler, McGinn, Labriola, Mazzorana, Metanias
NAYS: (0)
Absent: (1) Siwinski
Motion carried

Trustee Engler made a motion to adopt Ordinance No. 2010-O-015, 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: (5) Engler, McGinn, Labriola, Mazzorana, Metanias
NAYS: (0)
Absent: (1) Siwinski
Motion carried

Resolution Establishing a Layoff Order

Village Administrator Downs presented that upon the Board's adoption of the FY 11 budget earlier this evening, 4 positions were eliminated from the General Fund. These four positions included (2) sworn police officers and (2) public works maintenance workers. Overall, the elimination of these positions will reduce General Fund outlay by approximately \$250K which is much needed to offset declining revenues.

To effectuate this reduction in forces (layoff), the Village Board is being requested to adopt a resolution formalizing the layoff order pursuant to Village policies.

Trustee McGinn made a motion to adopt Resolution No. 2010-R-010, a Resolution establishing a layoff order for two Sworn Police Officers and two Maintenance Worker I positions and authorize the Village President and Village Clerk to execute the same. Trustee Engler seconded.

Trustees and Mayor Werner commented on the unfortunate situation and hoped that things will improve.

AYES: (5) Engler, McGinn, Labriola, Mazzorana, Metanias
NAYS: (0)
Absent: (1) Siwinski
Motion carried

Third Dimension Special Use Permit

Community Development Director Alan Zordan presented to the Board that Joe Ranieri with 3rd Dimension Fitness is requesting a Special Use Permit to operate a fitness facility to help clients reach their fitness goals in Units 42 and 43 of a multi-tenant industrial building located at 19148 S. Blackhawk Parkway in the Blackhawk Business Park.

A Special Use Permit is required because indoor recreational facilities are not a permitted use within the I-1, Light Industrial District, whereas, indoor recreational facilities are a permitted use in the commercial zoning districts. The petitioner has stated that due to leasing rates and the high ceilings that industrial buildings offer, it is more conducive to request a Special Use Permit to operate this type of facility in a business park rather than in a commercial development.

The petitioner Joe Ranieri was present to answer any question the Board may have.

Trustee McGinn made a motion to adopt Ordinance No. 2010-O-016, approving a Special Use Permit for 3rd Dimension Fitness to operate an indoor recreation facility located at 19148 South Blackhawk Parkway, operated by Mr. Joe Ranieri, and authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (5) Engler, McGinn, Labriola, Mazzorana, Metanias
NAYS: (0)
Absent: (1) Siwinski
Motion carried

Street of Dreams Special Use Permit

Community Development Director Alan Zordan presented to the Board that Ashley and Rachelle Ochsner, with Street of Dreams, are requesting a Special Use Permit to operate a dance and fitness facility in Units L and M of a multi-tenant industrial building located at 9960 W. 191st Street in the Mokena Crossings Business Park.

The Village Board discussed this request on May 17, 2010 and generally favored the proposal. The Board directed staff to forward the request to the Planning Commission for a public hearing.

A Special Use Permit is required because indoor recreational facilities have a higher parking demand than most other permitted uses within the I-1, Light Industrial District. The proposed site was once occupied by Cheer Command which is considered an indoor recreational facility. Recently Cheer Command was granted a Special Use Permit to operate in another building within the Mokena Crossings Business Park. Cheer Command occupied these spaces for several years and no complaints regarding this type of activity were received.

Trustee Engler made a motion to adopt Ordinance No. 2010-O-017, approving a Special Use Permit for Street of Dreams to operate an indoor recreational facility located at 9960 W. 191st Street, operated by Mrs. Rachelle Ochsner and authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (5) Engler, McGinn, Labriola, Mazzorana, Metanias
NAYS: (0)
Absent: (1) Siwinski
Motion carried

NEW BUSINESS

N/A

PUBLIC COMMENTS

Chamber of Commerce President Mary Maertin thanked Trustee Engler for attending the ICSC Retail Convention on behalf of the Village of Mokena.

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 ice cream parlor businesses located in the Village of Mokena.

Administrator Downs announced that the Mokena Update along with the Village's annual water quality report which is required by the EPA is being sent out in this weeks Mokena Messenger. This will be the only update sent to residents this year due to budget cuts.

TRUSTEE'S COMMENTS

Trustee Labriola encouraged residents to visit Tony's Villa Rosa Pizzeria on Front Street. He thanked the Pipe fitters' for supplying the 4th of July fireworks and wished all a safe and happy holiday weekend.

Trustee Mazzorana commented that he was pleased with the conduct of people speaking at this evening's public hearing. He thanked the Pipefitters for their generosity on the 4th of July.

Trustee Metanias wished all a safe 4th of July weekend.

Trustee Engler thanked staff for their hardwork on the budget. She wished all a safe 4th of July and wished a Happy 50th Birthday to Cory Carberry.

Trustee McGinn reminded residents to get their vehicle stickers, due on vehicles June 30th. She also wished Mayor Werner a Happy Birthday.

CLERK'S COMMENTS

Clerk Patt commented on her first year as Village Clerk.

MAYOR'S COMMENTS

Mayor Werner commented on his confidence in Chief Rajewski and his department to keep residents in the community safe and that he knows the Public Works Department will do whatever it takes to keep streets maintained around town. He wished all a safe and happy 4th of July and encouraged all to attend the many festivities happening on that day.

ADJOURNMENT

Trustee McGinn made a motion to adjourn the Regular Session at 9:20 p.m. Trustee Metanias seconded.

AYES: (5) Engler, McGinn, Labriola, Mazzorana, Metanias

NAYS: (0)

Absent: (1) Siwinski

Motion carried

Respectfully submitted,

Joseph W. Werner, Mayor

ATTEST:

Patricia Patt, Village Clerk