

VILLAGE OF MOKENA

PROPOSED ANNUAL BUDGET

July 1, 2014 - June 30, 2015

ELECTED OFFICIALS

FRANK A. FLEISCHER, Mayor

PATRICIA C. PATT, Clerk

DEBBIE ENGLER, Trustee

DONALD D. LABRIOLA, Trustee

JOHN J. MAZZORANA, Trustee

GEORGE J. METANIAS, Trustee

JIM RICHMOND, Trustee

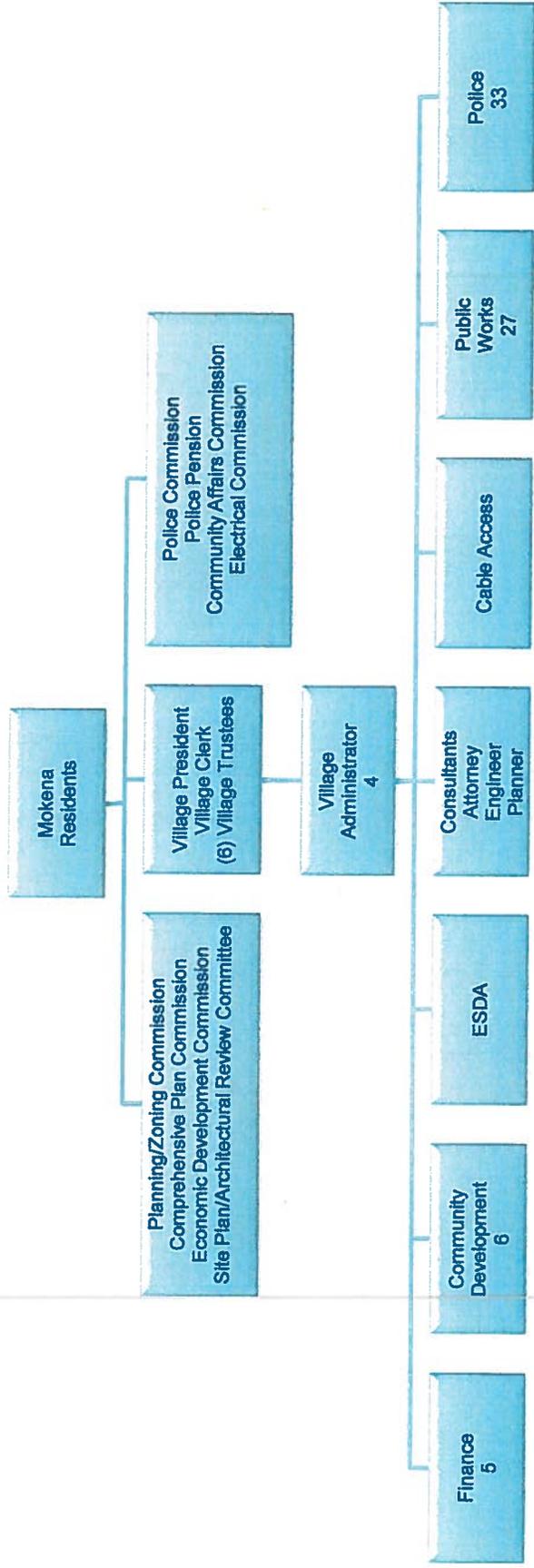
JOSEPH M. SIWINSKI, Trustee

**Village Administrator
JOHN DOWNS**

**Finance Director
BARBARA A. DAMRON**

**Presented to Village Board
June 23, 2014**

Village of Mokena Fiscal '15 Organizational Chart



75 Full Time Employees

\$23,542,885 FY '15 Appropriation

VILLAGE OF MOKENA

ANNUAL BUDGET 2014-15

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June 23, 2014

The Honorable Village President Frank A. Fleischer, Clerk Patricia Patt, Board of Trustees and the Residents of the Village of Mokena

Re: Village Administrator's Budget Message, FY 2014/2015

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

Public Budgeting

Regardless of specific economic conditions, there are four practical components absolutely necessary for a public budget process to be successful you must: (1) Be able to collect and present information in an accurate, comprehensive and meaningful manner; (2) Provide adequate time to absorb, digest and interpret the information; (3) Facilitate a balanced environment to deliberate fiscal policy; and (4) Maintain a cognitive awareness regarding the past, present and future of budgeting and program delivery in your community. The proposed FY 15 budget has included these four necessary components as part of this year's budget process.

As such, the Mokena Village Board has reviewed a significant amount of budget and program information over the past 6 months and taken adequate time to consider the recommendations from Village Staff. This year's budget process was initiated in January when the Village Board began evaluating various categories of budget expenditures. Even though our local economy has shown signs of steady improvement over the past several years, the FY 15 budget has been prepared with a cautious approach. While our local economy has rebounded from the recession, we are still subject to many uncertainties relating to national and regional economic issues. In addition, the Illinois General Assembly continues to struggle with an increasing financial dilemma. This unfortunate situation always raises the question of whether the General Assembly will modify or decrease the Local Government Distribution Fund ("LGDF") as a partial solution to the State's dismal condition. In any event, the

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personal state income tax rate of 5% is set to roll back to 3.75% in January of 2015. The General Assembly has recently adjourned for this spring's session leaving the matter (as well as the State's overall budget) with uncertainty. This pending situation could lead to decreased municipal revenue if the LGDF formula is modified by the Illinois General Assembly to provide more revenue for the State of Illinois. As we prepare to adopt this budget, these statewide matters are unresolved and require us to continue approaching the General Fund from a cautious perspective.

To that end and with those words of caution, I am again proud to present the proposed FY 15 Budget to the Village Board of Trustees and Residents of the great Village of Mokena.

FY 15 FROM A MACRO PERSPECTIVE

Revenues

Below is an aggregate comparison of all categorical revenues for the Village of Mokena. As can be seen, overall revenues are anticipated to increase by \$2.09M or 9.6% over that of the FY 14 budget amounts.

	FY 14 Budget	FY 15 Budget	\$ Inc/(Dec).	% Change
REVENUES				
Taxes	\$10,170,812	\$11,069,914	\$899,102	8.84%
Fines	\$195,500	\$210,000	\$14,500	7.42%
License/Permits	\$814,861	\$840,227	\$25,366	3.11%
Service Charge	\$8,044,506	\$8,695,099	\$650,593	8.09%
Grants/Trans.	\$298,681	\$296,623	(\$2,058)	(.69%)
Development	\$395,000	\$658,919	\$263,919	66.81%
Other	\$1,825,042	\$2,060,936	\$235,894	12.93%
TOTAL	\$21,744,402	\$23,831,718	\$2,087,316	9.60%

After enduring difficult recessionary conditions over the past several years, we are again seeing positive economic signs. Tax revenue for FY 15 is forecasted to increase by \$889K. This estimated increase is primarily due to a positive bump in sales tax of \$650K and \$83K in income tax revenues generated from the LGDF. Service charges will increase primarily due to an increase in water revenues of \$349K as well as connection fees of \$195K related to new development. An increase of development related contributions of \$264K is also expected as we have most recently seen an uptick in land development activity.

Expenditures

Below is an aggregate comparison of all categorical expenditures for the Village of Mokena. As can be seen, overall expenditures are anticipated to increase by \$669K or only 2.9% above that of FY14 levels.

EXPENSES				
Personal Serv.	\$8,787,017	\$9,018,569	\$231,552	2.64%
Commodities	\$1,464,112	\$1,783,167	\$319,055	21.79%
Contract Serv.	\$8,012,654	\$8,464,243	\$451,589	5.64%
Capital Outlay	\$4,062,963	\$3,638,806	(\$424,157)	(10.44%)
Other/Trans	\$547,000	\$638,100	\$91,100	16.65%
TOTAL	\$22,873,746	\$23,542,885	\$669,139	2.93%

Personal services are budgeted to increase by only \$231K while commodities will increase by \$319K. The cost to replace depleted salt supplies along with chemicals for the Wastewater Treatment Plant (“WWTP”) \$15K combined to make up the majority of increased commodities spending. Contractual services are budgeted to increase by \$451K. This increase is primarily driven by the cost to purchase water which is estimated to be \$323K and street lighting charges of \$29K. The only spending category that is decreasing is capital outlay. While our local infrastructure program remains strong, last year we made significant improvements to the commuter parking lots, upgraded the WWTP excess flow facility and completed a major water main replacement project in the historic section of Mokena.

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 15.

OVERALL FISCAL STATUS			
	Actual FY ‘13	Anticipated FY ‘14	Proposed FY ‘15
Beginning Balance	\$30,928,545	\$34,990,127	\$35,825,170
Revenues	24,625,290	24,792,381	23,831,718
Expenditures	20,563,708	23,957,338	23,542,885
Ending Balance	\$34,990,127	\$35,825,170	\$36,114,003

The proposed FY 15 Budget should see aggregate fund balances increase by approximately \$288K to a total of \$36M.

THE FINANCIAL AND OPERATING STATUS OF THE VILLAGE OF MOKENA

In addition to providing a basic overview of the proposed aggregate FY 15 budget, I traditionally discuss some of the key financial and budgetary issues affiliated with the proposed budget. Although there are several important components affiliated with a public budgeting process (ranging from basic to very complex matters), Mokena has traditionally concentrated on some of the most basic issues to measure budget performance. During the past two plus decades, the Mokena Village Board has maintained a focus on several key financial/performance indicators 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 traditional practice of maintaining approximately 25% (or 3 months) of an operating fund's anticipated annual expenditures (including capital outlay) as a reserved balance within each of the four major operating funds. These fund balance levels have been historically maintained to ensure that if any unforeseen or catastrophic events occur, we are in a position to meet basic operational expenditures for a reasonable amount of time. During the most recent economic downturn, we utilized portions of these balances as "revenue offsets" allowing time for the Policy Makers to reduce spending or raise revenues in a logical and rational manner. This past winter's severe conditions resulted in our parking lot enterprise fund to incur costs well above budgeted amounts for contract snow removal. These costs were offset by utilizing available fund balance dollars. Over the past few years, these fund balances have proven to be a very valuable budgetary tool in dealing with the lengthy and severe recessionary influences that we have faced as a community.

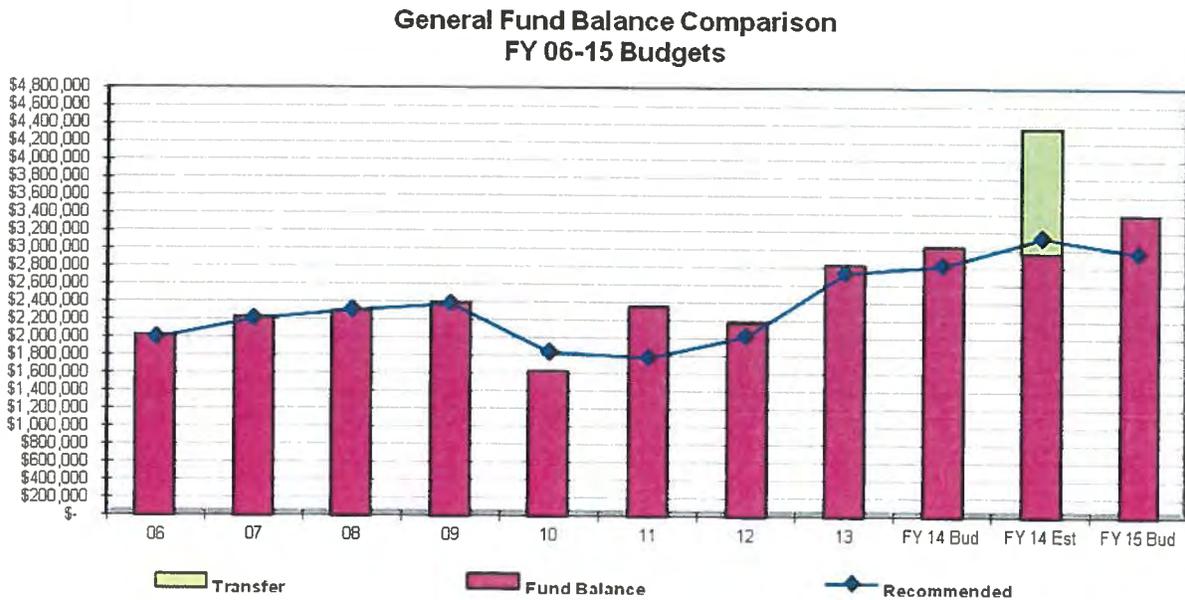
GENERAL FUND

The current year will prove to be the third consecutive year in which fund balance levels have been on the rise. Due to the significant cost cutting and budget reduction measures implemented over the previous five years, the General Fund ("GF") produced very substantial 'net positive operating' performances of \$1.375M in both FY 13 and FY 14. These two consecutive positive operating performances allowed transfers of this \$2.75M from the General Fund into reserved capital accounts and

primarily earmarked for continued implementation of our seven year EAB mitigation plan. These transfers were executed prior to the end of both FY 13 and FY 14 and resulted in our ability to plan and initiate a balanced and well thought program to treat-remove-replace over 3,700 publicly owned Ash Trees in our Community. The cost of this multi-year program is currently estimated to be \$1.7M+/-.

This positive performance was made possible by record setting retail sales tax, a more predictable flow of income tax from the LGDF, continued cost cutting and ongoing budget discipline. In light of the uncertain economy accompanied by the State of Illinois' ongoing fiscal dilemma, I am recommending for the second consecutive year that higher than the traditional 25% GF fund balance levels are maintained moving forward. The FY 15 Budget has been prepared with a proposed ending fund balance of 38% of overall GF expenditures. This will provide more of a buffering effect should unknown circumstances develop that would impact GF revenues.

Below is a graph which exhibits these balances over the past decade.



While fund balance levels dropped to historically low ratios in FY 10, a significant recovery has taken place since that time. Cost cutting combined with record setting retail sales tax increases have helped stabilize the GF. The State of Illinois was also successful at cutting the backlog of LGDF payments and combined with our conservative revenue forecasts and continued cost containment led to an estimated FY 14 year end GF balance of \$2.96M. This fund balance was attained even with the \$1.375M transfer that was executed at the conclusion of this year. In light of all the uncertainties we faced just a relatively

short time ago, I would say this is extremely positive and puts our General Fund balance levels above 33% of aggregate annual budgeted costs. Based on the proposed FY 15 budget, the GF balance is projected to remain at over \$3.3M or 38% of total appropriations. The proposed fund balance positions the Village to be in the best risk protected financial posture ever.

On a cautionary note, while the State of Illinois has reduced their backlog of LGDF payments to municipalities over this past year, the General Assembly continues to face a severe financial crisis. The personal income tax increase put into play a few years ago is scheduled to decrease from 5% to 3.75% in January 2015. The General Assembly recently adjourned without concluding whether the current income tax rates will remain intact or be reduced according to the current law. This uncertain situation makes the status of LGDF suspect and is even more reason to advance a conservative fund balance position.

WATER FUND

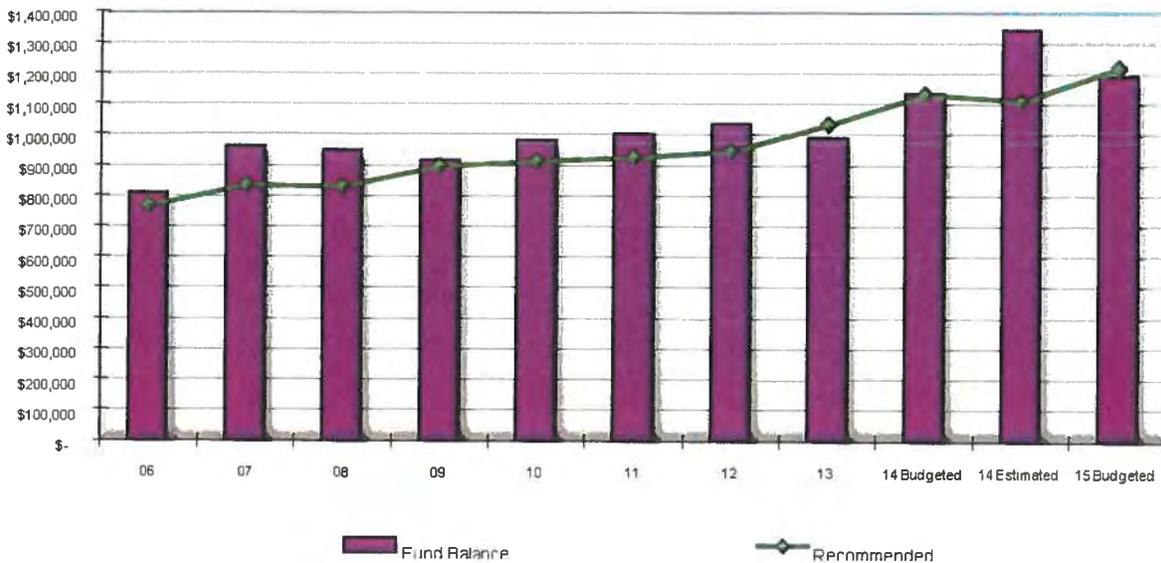
Mokena's water enterprise fund is now a \$4.9M public business. When combined with the sewer fund, these two operations represent over \$6.9M in annual expenditures to operate and maintain \$30M+ in public assets owned by our customers. In 2013, we completed a long-term water supply agreement with Oak Lawn. This agreement was simultaneously negotiated by a five community collective (Mokena, New Lenox, Tinley Park, Orland Park and Oak Forest). The focus of these efforts was to secure a long-term water supply through a greatly improved regional delivery system. In addition, the collective strived to develop an operating agreement that would facilitate "best management practices" along with a rate making methodology that is equitable and fair to all customers on Oak Lawn's system.

Three years ago, the City of Chicago announced an unanticipated four year accelerated water rate program which has (and will) greatly impact future water rates not only for Mokena customers, but all metered customers that attain water from the City of Chicago. This four year rate increase will cause Lake Michigan water consumers to pay an additional \$1.80/1000 gallons in aggregate for the water (only) component of a customer's bill. Thereafter, Chicago rates will be linked to an annual inflation factor. Since the cost of water will need to be absorbed by all customers, annual rate adjustments have become an unfortunate reality. These rate increases will be necessary to keep fund balances at levels consistent with 25% of the annual expenditures. The following graph identifies that Mokena's water

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operating fund has produced adequate revenues to maintain policy preferred fund balance levels (25%) and the FY 15 budget should maintain that general trend.



While the fund balance is anticipated to decrease by approximately \$156K in FY 15, the water enterprise fund balance is expected to be just under the target level of 25% at the conclusion of the fiscal year. The water fund outperformed budget expectations in FY 14 and produced \$211K in net positive operating results. At the time the FY 15 Budget is being presented for adoption, the exact increase for our retail water customers has not been fully calculated. We know that the Chicago water rates will be increasing \$0.49/1000 gallons in January. In addition, and based on the rate model included in the Oak Lawn regional agreement and accounting for our local costs, we would expect a rate adjustment of approximately \$0.60+/-/1000 in January 2015 (billable in February). These additional costs will include provisions for Oak Lawn to initiate a \$170M+/- regional water system improvement project to serve all twelve of their wholesale customers. These improvements will provide redundancy and more water capacity for our region over the next 50-100 years.

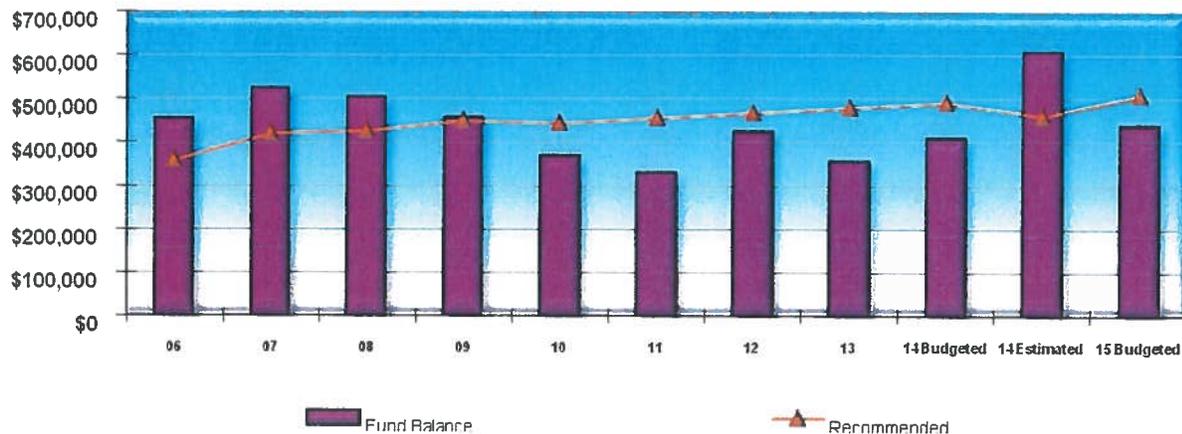
SEWER FUND

The sewer enterprise fund is a \$2M annual business and like the water fund requires an adequate revenue stream to properly maintain the system. The sewer operating fund has been impacted by Mokena's slowing residential growth trends along with the effects of continued deduct meter installations and seasonal weather conditions. Sewer billable volume has actually decreased over the past several years resulting in revenue strain on this important operating fund. Deduct meters, which

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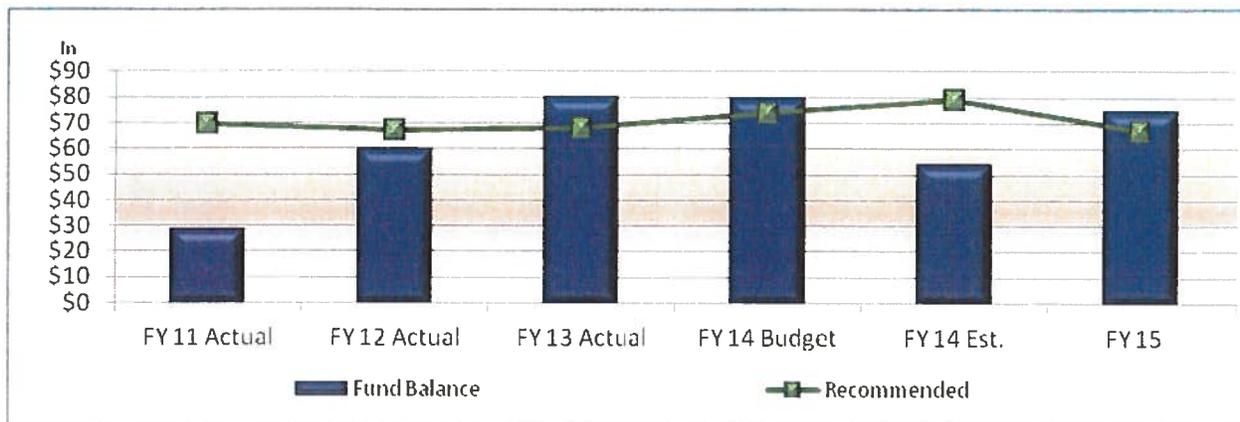
now make up 36%+/- of our accounts, have annually resulted in a loss in sewer billables ranging from 17-23%. In addition, the increasing cost of water, environmental initiatives and other factors are all contributing to the decline in sewer billables and flat user revenue trends to support this important operation. Although we have been able to make some headway offsetting flat revenues with reasonable cost containment measures, this fund will continue to be under financial stress moving forward. During the FY 12 budget, a one-time \$171K interfund transfer was incorporated into the sewer operating fund to maintain the fund balance at or near policy levels. This transfer offset the need to increase rates by approximately \$0.37/1000 and provided our water customers with a one time savings of \$32+/- . While the one-time transfer did provide some rate relief and propped the FY 12 year end fund balance close to recommended levels, it was estimated at that time that future rate increases of \$0.35/1000 would be necessary in both FY 13 and FY 14. Due to solid cost containment, we have outperformed our budgets and been able to maintain rates at FY 13 levels in both the FY 14 and the FY 15 budgets.



The FY 14 budget produced significant net positive operating results of \$184K and the fund balance ended well above anticipated levels, allowing us to again defer any rate adjustments in FY 15. As previously stated, this fund will continue to see pressure on the revenue side of the budgetary ledger with the balance anticipated to decrease by \$170K in FY 15. Moving forward we will continue to monitor this fund's performance and hope to balance the fine line between fiscal stability and rate relief for our customers. This is a balance we always seek to attain and are very cognitive of the household budget implications of any rate increases affiliated with our water and sewer operations.

PARKING LOT FUND

Mokena operates four separate commuter parking lots with over 1,400 spaces. This fund generates revenue from 240,000+/- customers who annually utilize the parking lots and pay a \$1.25 daily fee. This fund is anticipated to end FY 14 with a balance below the preferred 25% level. A \$0.25 daily fee increase went into effect in FY 12. This rate increase combined with two consecutive mild winters (reducing contracted snow removal costs) had greatly enhanced the position of this fund until this past year. The severity of this past winter negatively impacted both revenues and expenditures and will result in the FY 14 year ending balance to be \$26K less than anticipated. On the positive side, we expect this fund to rebound in FY 15 back to levels more consistent with policy preferences. This will be achieved by re-balancing the personnel allocated to manage the parking lot operations.



OPERATING FUND BALANCE SUMMARY

Fund balances have proven to be a crucial component of providing adequate time for policy makers and staff to fully analyze various financial situations. Over the past several years, we have relied on these fund balances to offset declining revenues and provide time for policy makers to truly analyze and problem solve. After advancing the importance of fund balance policies over the past two decades, I can objectively say that the past several years have no doubt proven that fund balances are an integral component of good public budget policy. Without question, FY 14 proved to be a year where “net positive operating results” were attained in three of the four major operating funds. Only the parking lot fund underperformed our budget and program planning. We continued making headway in either restructuring or rebuilding General Fund balances while analyzing the impact of water and sewer rates with preferred fund balance levels. The following table exhibits an overview of fund balance levels of our four most significant operating funds for both FY 14 along with proposed FY 15.

OPERATING FUND BALANCES						
Fund	Begin FY '14	Begin FY '15	Ending FY '15	Recommended Amount	Variance	Actual %
General	\$3,324,931	\$2,962,557	\$3,374,460	\$2,960,077	\$414,383	38%
Water	1,374,685	1,343,560	1,187,465	1,220,371	(32,906)	24%
Sewer	586,172	593,091	423,365	507,134	(83,769)	21%
Parking Lot	80,227	53,955	74,921	67,374	7,547	28%

The data compares the anticipated ending FY 15 fund balances to the recommended 33% in the GF and 25% for the 3 enterprise funds. The GF is in its most solid position ever with an anticipated 38% balance at the end of FY 15. The Parking Lot fund is anticipated to re-bounce in 2015 while the water fund should remain stable for the immediate term. The sewer fund will continue to be the biggest area of concern and requires close attention moving forward. Both the water and sewer funds will require rate adjustments in the future to maintain adequate fund balance levels. In light of the uncertain economic times we continue to face, careful policy deliberations will no doubt take place in an effort to balance the competing pressure on fund balances with the negative impact of rate increases on the household budgets of our customers. This might result in fund balance levels in the water and sewer funds being mildly compromised below that of traditionally expected levels moving ahead. While we always strive to maintain fund balances at or above policy levels, we have to balance the impact of this important objective on our customers and their household budgets.

(2) CAPITAL RESERVES

Over the past two (plus) decades, the Village has developed a structured system to accumulate and earmark capital reserve funds over the years. These funds are normally collected over a period of years and then expended when projects become necessary. This approach can result in large sums of money being collected and/or spent in a given year and result in balances fluctuating accordingly. This system includes utilization of specific policies for the financial management of water and sewer connection fees, formula driven developer contributions, as well as transfers of any potential “net positive operating results” into capital reserve accounts. In April 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 four 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 14 & FY 15.

CAPITAL RESERVE FUND BALANCE			
Fund	Begin FY '14	Begin FY '15	Ending FY '15
Water Capital	\$1,572,215	\$1,552,275	\$1,905,421
Sewer Capital	1,153,201	1,332,252	1,327,317
Sewer Plant Replacement	968,620	906,920	793,330
Sewer Plant Expansion	6,104,222	5,464,722	5,346,722
Capital Imp., Repair, Replacement	5,073,025	5,189,514	4,165,594
Totals	\$14,871,283	\$14,445,683	\$13,538,384

The previously referenced table depicts that at the conclusion of FY 15 the Village should possess \$13.5M for future capital projects.

(3) PER CAPITA DEBT

Downtown Bonds

In FY 01 the Village of Mokena issued \$1.685M in General Obligation Limited Tax Debt Certificates to fund the balance of the Downtown Renovation Project that augmented the \$1M 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. Five years ago we refinanced this debt by taking advantage of the “callable” provisions in the bond ordinance. The public debt market was good at the time and we received a more 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 2000, Residents authorized the Village to issue up to \$7.4M in General Obligation (“GO”) 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 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 previously discussed, refinancing efforts were undertaken for this obligation several years ago. The outcome was similar as Standard and Poors increased our creditworthiness three steps to that of a AA+ for this GO obligation. This effort resulted in an annual average interest rate decline from 4.8% to 3.15% reducing annual debt service payments by an average of (\$29K) annually and almost (\$325K) over the balance of the debt issue through 2019. Annual payments will be in the range of \$367K +/- over the balance of this debt issue.

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. During FY 14, we chose to retire an existing debt obligation by "calling" the balance on an initial \$1M obligation to Tinley Park which funded the initial oversizing of a 30" water main from the pump station in Tinley Park through Mokena to New Lenox. The balance on this bond was \$504K at the time it was retired and saved Mokena water customers \$77K in interest payments. This debt obligation is now "off the books". The Villages of Mokena and New Lenox entered into an intergovernmental agreement which provides for the two communities to proportionately share the IEPA low interest loan for the portions of the joint water system (serving both communities) but within Mokena's limits. This low interest loan equates to approximately \$3.44M in capital costs with a 2.6% rate. The annual payments are in the range of \$226K +/- for the Village's share of this amount through 2021.

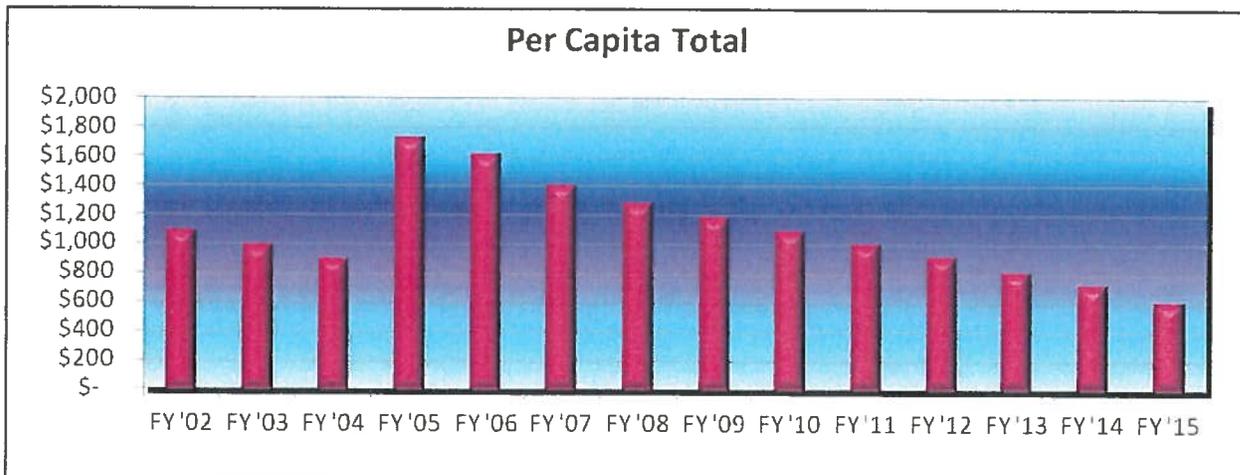
½% Non Home Rule Sales Tax

In April 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 2002. The Village Board spent approximately 2 years prior to the successful referendum determining how to utilize the funds from a long term perspective and made use of this timeframe to educate Mokena residents on the topic as well. While utilizing the first two years of proceeds to fund local costs for such projects as the 191st Street improvements, the Board determined

that borrowing \$10M would be the most prudent means to fund the immediate transportation projects. The bonds were issued in April 2004 and carried an annual interest rate of 3.66% or \$720K in average principal and interest payments through 2024. Recently, these bonds were also refinanced with an average interest rate of 2.2% saving on average (\$55K) per year and \$686K over the balance of the bonds (through 2024). We were able to maintain our AA+ bond rating as assigned by Standard and Poors, enhancing the savings possible on the refinancing effort. Annual payments will be in the range of \$645K+/- over the balance of this debt issue.

Together, these three refinancing efforts along with the retirement of the Tinley Park obligation will save our residents approximately \$1.2M over the term of the combined repayment schedules. During FY 14, Standard and Poor’s conducted an updated credit rating assessment on the Village of Mokena. This assessment utilized an upgraded framework to determine the credit worthiness of local governments. Upon the conclusion of a detailed review of our credit worthiness by Standard and Poor’s, we maintained our AA+ rating.

The following historical chart depicts Mokena’s per capita debt position over the past decade.



While reaching a high of over \$1.7K per capita in FY 05, the Village’s per capita debt levels began to decline and are currently \$615+/- per resident. The days of funding all major capital projects on a “pay as you go” basis have been gone for over a decade, but Mokena’s debt remains manageable. Moving into FY 15, the Village is in good order from a debt management perspective. Current debt levels are

incrementally decreasing and manageable. 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. Recent bond refinancing and early retirement efforts have reduced overall principal and interest payments by over \$1.1M throughout the remaining duration of these three bond issues.

(4) OPERATIONAL EFFICIENCIES

It is often difficult to measure efficiency in the public sector. As conditions, situations and communities naturally evolve, it is sometimes a challenge to find measurable indicators which represent organizational efficiencies over an extended time period. We have chosen a handful of such indicators to measure our organization’s long term performance over the past two decades. By choosing these indicators, we are able to measure ourselves against past performance while including inflationary factors impacting the cost to provide services to our customers. Below you will find a table representing some of these issues from a statistical standpoint.

Comparison (Fiscal Year)

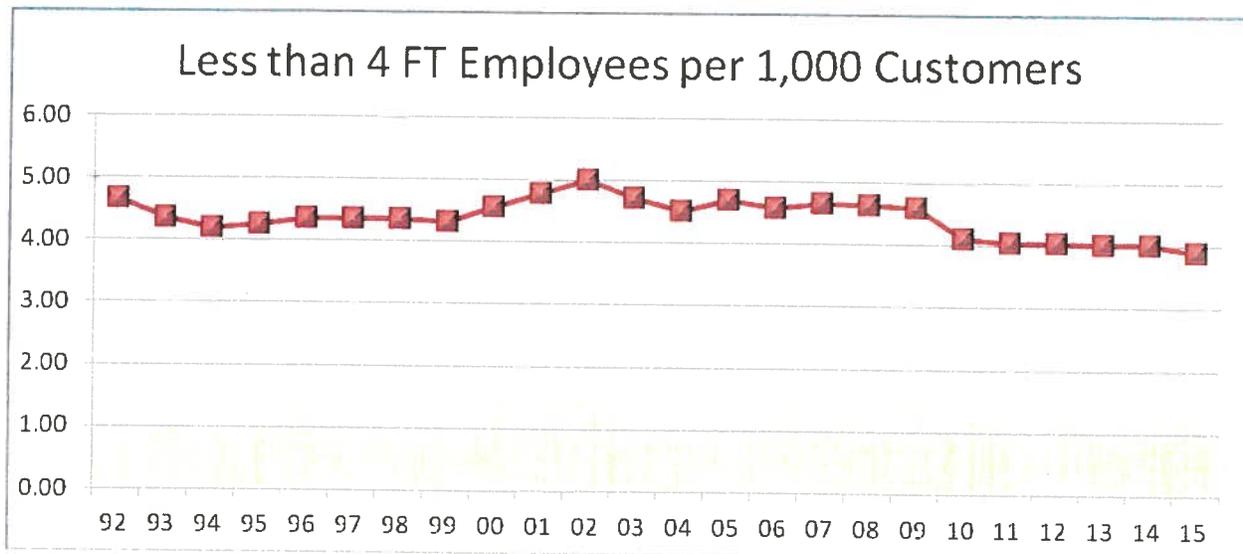
	1990/1991	2014/2015	3% rate of inflation
F.T. Employees/1000 Residents	5.38	3.92	N/A
Municipal tax rate/\$100 E.A.V.	\$.61	\$.25	N/A
Water Rate/1000 Gallons	\$3.96*	\$6.51	\$5.65*
Sewer Rate/1000 Gallons	\$2.40	\$3.95	\$4.88
Total Water/Sewer Rates	\$6.36*	\$10.46	\$10.53

* Since 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 compared to normal inflationary trends. Mokena Residents enjoy the lowest municipal tax rate among 23 other Will County Communities while aggregate tax rates for all Mokena taxing districts combined are very favorable as well. Although water and sewer rates have increased, we are very competitive with surrounding communities that have Lake Michigan water and manage their own wastewater treatment systems. Lake Michigan water rates now exceed the 3% compounded rate of inflation which is a direct correlation of Chicago’s rate increases

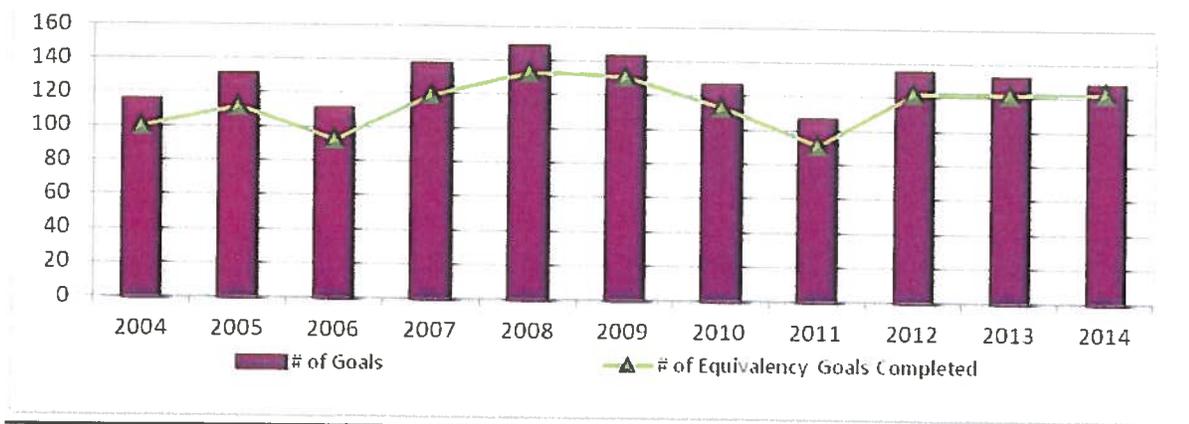
over the last several years. These three past rate increases combined with the pending increase in FY 15 alone total \$1.80/1000 gallons.

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 since 1992.



(5) GOAL COMPLETION PERFORMANCE

Annually, the Village of Mokena publishes various goal statements and objectives as an integral part of the budget process. Since 2004, these goals have been tracked throughout the course of any given year with an aggregate percent of completion being calculated at the end of each fiscal year. This exercise provides an overview of whether the Village’s Staff was successful at completing these stated goals and objectives. Goal completion rates during this time have ranged consistently from 84-94%.



FY 15 PROPOSED EXPENDITURES

When highlighting the most significant expenditures affiliated with the proposed Budget, it is important to note those expenditures, which focus upon delivering “Core Services” to 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 total personal services to increase by \$232K or 2.64%.
- Provides for a 3.5% wage increase for represented and non-represented employees.
- Provides for health care costs to decrease by \$66K or (5%).
- Provides for (6) part-time summer employees in the Public Works Department. \$25.9K
- Provides for (2) LWHS special education transition program students during the school year in the Public Works Department. \$3.3K
- Provides for (2) part-time Crossing Guards. \$25.4K
- Provides for (2) part-time Community Service Officers in the Municipal Parking Lot. \$35.1K

(2) PROGRAMS

- Provides for membership in the Will County Governmental League. \$14.4K
- Provides for membership in the South Suburban Mayors and Managers Association. \$10.9K
- Provides for 4th of July activities. \$25K
- Provides for monthly “News You Can Use” updates. \$8.4K
- Provides for web based video streaming (includes mobile device platform) of Board meetings. \$13.2K
- Provides for contracted employment search to replace retiring Administrator. \$20K
- Provides for building inventory and appraisal. \$6.5K
- Provides for economic incentive agreement obligations. \$278.9K
- Provides for medication drop-off at Police Department. \$.2K
- Provides for annual allotment to the Lincoln Way Public Safety Communications Center. \$324.8K
- Provides for on-line crime mapping information for residents. \$4.1K
- Provides for data source related to available land, building sites and tenant spaces. \$4.1K

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- Provides for permit tracking/code enforcement software lease. \$12K
- Provides for vacant/distressed property maintenance program. \$9.8K
- Provides for NPDES II compliance permit. \$7.5K
- Provides for update to storm sewer atlas. \$4K
- Provides for Hickory Creek Water Shed Group fees. \$5K
- Provides for aquatic weed control. \$36.5K
- Provides for cattail removal at the Oaks Pond. \$6.6K
- Provides for the removal and replacement of (non-EAB) dead trees within the Village easements. \$16.5K
- Provides for stump removal and grinding. \$19K
- Provides for Clean-Up Day program. \$2.6K
- Provides for replacement of (20) waste disposal devices in public areas. \$9.8K
- Provides for weed control on Village properties/ponds. \$19.5K
- Provides for mosquito abatement program. \$20K
- Provides for maintenance of Crystal Creek wetland. \$7K
- Provides for maintenance of Foxborough wetland. \$6K
- Provides for attendance (3) at the International Council of Shopping Centers Spring convention. \$6.2K
- 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 way finding signage (Phase 1 & 2). \$4.8K
- Provides for downtown signage (kiosk with replaceable Village event panel). \$8K
- Provides for Beautification Awards program. \$.5K
- Provides for the wildflower/tree planting program. \$.4K
- Provides for Adopt-a-Pond and Adopt-a-Roadway signage. \$1K
- Provides for rock salt for snow and ice control. \$351K
- Provides for traffic signal maintenance and repairs. \$36K
- Provides for crack filling program (Townline Road and various other locations). \$52.2K
- Provides for free leaf and branch pickup. \$14.8K
- Provides for water update/consumer confidence report and delivery. \$2.8K

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- Provides for locating, exercising, and mapping 300 watermain valves. \$16.8K
- Provides for water system SCADA maintenance. \$10K
- Provides for water system management consultant. \$24.6K
- Provides for manhole inspection and mapping of 450 manholes. \$18.5K
- Provides for sewer system SCADA maintenance. \$5K

(3) EQUIPMENT

- Provides for computer equipment and software upgrades. \$41.1K
 - Provides for replacement of (1) bullet shield. \$1.5K
 - Provides for replacement of (1) laptop and (2) additional computers. \$4.9K
 - Provides for replacement of (2) police cruisers. \$56K
 - Provides for replacement of (2) police SUVs. \$80K
 - Provides for replacement of safety bucket for lift truck. \$66.4K
 - Provides for clam bucket attachment for End Loader. \$16.6K
 - Provides for replacement of (2) snow plows. \$10.8K
 - Provides for brake metal lathe. \$6.5K
 - Provides for the replacement of dump truck bed. \$8.7K
 - Provides for replacement for tractor/backhoe. \$74K
 - Provides for replacement of 2½ ton truck with plow and spreader. \$124K
 - Provides for replacement of 1 ton dump truck with plow and spreader. \$65K
 - Provides for replacement of hydro sand pressure washer. \$4.5K
 - Provides for monitor and installation in Administrative conference room. \$1.9K
 - Provides for replacement of administrative and stacking chairs and table in Council Chambers. \$4.8K
-
- Provides for storage racks in basement. \$2K
 - Provides for replacement of recording and display equipment for Channel 6. \$10.7K
 - Provides for replacement of command light on truck #287. \$5K
 - Provides for 4'x4' trench box. \$2.3K
 - Provides for paint gun for painting hydrants. \$2.7K

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- Provides for replacement of a recirculation pump at the West Tower. \$2K
- Provides for replacement of pickup truck. \$30K
- Provides for replacement of utility truck body. \$24K
- Provides for replacement of chlorine alarm and regulator. \$4.5K
- Provides for replacement of (2) lift station pumps. \$28K
- Provides for replacement of digester blower at WWTP. \$8K
- Provides for replacement of sand filter pump at WWTP. \$9K
- Provides for replacement of raw pump at WWTP. \$15K
- Provides for replacement of heater unit in Building 85 at WWTP. \$5K
- Provides for replacement of airwash blower filters WWTP. \$8K
- Provides for replacement of (2) thiosulfate pumps at WWTP. \$4.9K
- Provides for replacement of lab testing equipment at WWTP. \$5.5K
- Provides for replacement of (2) sump pumps in Building 30 at WWTP. \$8K
- Provides for rebuilding backwash pump at WWTP. \$2.7K

(4) PROJECTS/DEBT SERVICE

- Provides funding for principal and interest payments for downtown debt service. \$126.9K
- Provides for striping of crosswalks around schools and parks. \$10K
- Provides for striping and painting turn lanes and skip dash center lines. \$15K
- Provides for striping Wolf Road, LaPorte Road, 191st Street, and Francis Road. \$75K
- Provides for refinishing (2) wood Welcome signs. \$2.5K
- Provides for seal coating and patching of Mokena Crossings and Crystal Creek walking paths. \$32.5K
- Provides for reimbursement to IDOT for additional costs associated with the combination poles at Rt. 30/Ridgemore. \$24.8K
- Provides for Village wide leak survey. \$18K
- Provides for cleaning of West Tower. \$9.5K
- Provides for principal and interest payments on debt service for lake water improvements. \$369.6K
- Provides for contractual obligation to New Lenox for the Village's share of the IEPA low interest loan for lake water. \$226K

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- Provides for contractual obligations to Oak Lawn for lake water. \$87.2K
- Provides funding for future lake water joint system repair costs. \$35K
- Provides for NPDES permit fees for WWTP, sludge and compliance. \$18.5K
- Provides for vacuum jetting and cleaning grease from wet wells at (6) lift stations. \$2.5K
- Provides for seal coating and striping lot at WWTP. \$7.5K
- Provides for (200) sanitary manhole inspections, repairs and relining. \$115K
- Provides for smoke testing sanitary sewers. \$15K
- Provides for replacing (4) lights in the Hickory Creek parking lot. \$6.8K
- Provides for consulting services for project management with Oak Lawn. \$20K
- Provides for Bonness Tower raising feasibility study. \$15K
- Provides for engineering for replacement of watermain on Wolf Road (193rd to 194th). \$19.4K
- Provides for excess flow facility sludge removal. \$100K
- Provides for sealing and striping of Hickory Creek parking lot. \$20K
- Provides for lake water joint system maintenance contingent repair costs shared by Mokena and New Lenox. \$45K
- Provides for facility improvements at Village Hall. \$145K
- Provides for ESDA building repairs. \$50K
- Provides for re-surfacing parking lot at Public Works Garage and installing security camera. \$106.4K
- Provides for security camera at WWTP. \$6.7K
- Provides for principal and interest payments on debt service for road improvements. \$650.1K
- Provides for (1) bridge inspection. \$1.7K
- Provides funding for annual full depth patching projects. \$75K
- Provides funding for Wolf Road patching. \$75K
- Provides funding for annual sidewalk and other concrete rehabilitation projects. \$84K
- Provides for material testing of road projects. \$9K
- Provides for structural street light repairs. \$15K
- Provides funding for erosion control measures. \$30K
- Provides funding for the FY 15 road maintenance program. \$1.483M
- Provides for construction related services for the road maintenance program. \$29.7K

- Provides funding for EAB program. \$487.8K
- Provides for Rt. 30 Phase II engineering and improvement. \$13.8K
- Provides for Quiet Zone maintenance. \$5K
- Provides for noise mitigation along the CN Rail line adjacent to Mokena. \$10.2K

BUDGET SUMMARY

The Village's overall revenues are anticipated to increase by approximately 9.6% or \$2.1M. The Village's overall expenditures are anticipated to increase by 2.9% or \$669K. The overall fiscal health of our Village Government is solid. Debt levels are being reduced and the local economy has proven to be resilient with our diverse mix of businesses. Spending levels have remained in check and the fund balance (reserves) in all major operating funds are adequate at this time.

FISCAL IMPACTS ON CUSTOMERS

The proposed budget takes into consideration the cost of providing services to Mokena's residents and businesses with necessary adjustments for water, sewer and refuse service. The annual inflationary index for refuse rates will increase monthly costs for garbage by \$0.26 to \$0.37 (or about \$4.00 annually). In addition, a likely water rate increase of \$0.60 +/- /1000 will go into effect in January. The average residential customer will see a monthly increase of \$4.80+/- (or about \$24 for the fiscal year). The proposed budget does not include any adjustment for sewer rates as the FY 14 operating budget produced significant "net positive operating" results. These net positive operating results enhanced the FY 14 year end fund balance to levels well above policy. This fund balance will be utilized during FY 15 to provide rate relief for our valued customers.

The proposed budget has again been prepared to continue providing senior citizen households with refuse discounts of approximately \$24.

We are also proud to continue our Military Fee Waiver Program for the families of men and women protecting our freedom and the freedoms of others throughout the world today. Since the fee waiver was implemented several years ago, approximately one dozen families have taken advantage of this program.

THE FUTURE

One of my key responsibilities as the Community's Chief Budget Officer is to outline priorities and identify strategic matters moving forward. In my annual 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. Based on my assessment of our overall operations, financial status and deliverable capacity, I am re-emphasizing the similar points that I made in last year's budget message.

1. Continue to rehabilitate at least 4+ miles of local roads annually.
2. Maintain GF balances at levels of 33% or more of total expenditures.
3. Continue to manage debt levels.
4. Maintain adequate rate structures to support our utility enterprises while considering the impacts of such rates on our customers.
5. Resist the urge to spend more because the GF seems to be in better condition
6. Develop a logical leadership transition plan for the professional staff.
7. Work to complete 4 year EAB mitigation plan.
8. Invest in aging municipal facilities.

ASSUMPTIONS AND THE PROPOSED FY 15 BUDGET

Like any budget, there are always certain assumptions which drive the preparation and assembly of a yearly spending plan. The proposed FY 15 Budget is no exception as we continue to face some unknown conditions moving forward. The proposed budget assumes the Illinois General Assembly will not change the structural components of the LGDF. While the municipal distribution of these funds has become more predictable since the General Assembly increased the personal and corporate income tax, there is always some uncertainty about what the future holds for this important revenue source. In January 2015 personal income tax rates are scheduled to decrease from 5% to 3.75%.

Given the financial problems being faced by the General Assembly, it is probable that if rates decrease, the LGDF could be viewed as revenue source by the State. While our local economy has proven to be more and more resilient over the past few years, we have learned from the recent past that the national economy also plays a significant role in our overall financial health. Only time will provide answers to the future conditions that we face.

SOLVING SOME PROBLEMS.....WHILE OTHERS EVOLVE.

This year's budget resulted in continued improvement in the condition of the GF. We have made a tremendous financial rebound with regard to our GF and were able to simultaneously enhance the fund balance levels to historical levels along with again transferring \$1.375M to a capital fund (for the second consecutive year). This transfer will enable us to accelerate a multi-year EAB mitigation plan (from 5 years to 4). While we have again outperformed budget expectations in both the water and sewer funds in FY 14, future rate pressure for these enterprise activities will become an annual issue of concern. This pressure is compounded by several factors including the unanticipated announcement from Chicago three years ago that water costs are going to increase significantly over a four year period. While we can exercise prudence with regard to controllable expenditures, the cost of water itself must be passed along to our customers. We are not alone in this situation as all suburban and urban Lake Michigan water customers (supplied by Chicago) will be burdened by this issue. The completion of a 40 year water supply agreement with Oak Lawn ensures an adequate supply of Lake Michigan water to our region. This will be accomplished by the construction of \$170M +/- in upgraded water system infrastructure (including a redundant 60" water line) These improvements are necessary for Oak Lawn to meet regional growth trends and water consumption demands over the next 50 – 100 year period. The unfortunate reality affiliated with making these improvements will require water rates to further increase for all 12 of Oak Lawn's Municipal customers.

REFLECTING BACK A FEW YEARS AGO.....

While the worst of our nation's recessionary times seem to be in our rear view mirror, it has been only four fiscal cycles since we were squarely in its grasp. The recession forced us to re-think what local government should focus upon as opposed to our traditional and more institutional approach. We became better at producing more services for less money while our valued employees embraced the "customer comes first" culture we have developed. More than any other issue, I believe that the willingness of our employees to adopt this new culture has led to a more productive organization. While we have 15% fewer employees than just a few years ago, our productivity levels are constantly improving. In the bigger picture, every employee who works for the Village of Mokena fully understands that our customers always come first!

Thanks to everyone that participated in this budget process!

The proposed 2014/2015 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 Steve Vaccaro, 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 Fleischer, Clerk Patt and Trustees: Engler, Labriola, Mazzorana, Metanias, Richmond, and Siwinski who were of significant assistance as they guided Staff through the consensus building process. As in years past, the proposed FY 15 budget was prefaced by good information, adequate time for the policy makers to consider the impacts of their likely decisions and a balanced decision making environment. In addition, we always look to the past when dealing with the present while measuring the impacts of today's decisions on future generations. Combined these ingredients are most integral to any good budget process and this year proves to be another successful example of this public policy.

In Closing.....

Once the proposed budget is adopted by the Village Board of Trustees, we will move into the program implementation phase. During the implementation phase, we will work diligently to deliver the best levels of service with the resources allocated. We also recognize that our customers are the essence of our existence and remain our top priority. This recognition is simply stated with an ever growing "customer comes first" approach to our work. We respect the opportunity to serve Mokena Residents and look forward to yet another year of delivering solid "core service" at the least possible cost. We believe this philosophy will eventually become the new norm for local government and have proudly coined the phrase..... "less institution and more service" to lead us into the future.

Throughout the last several years, we have attempted to remain flexible, adaptive and resilient with regard to balancing the economy and our ability to serve our customers. Every year presents a new set of challenges for us. As long as we keep our customers as our main focus, we will address every

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problem with intensity and the goal of making our Community the best suburb in the Chicago Region.....”Less institution and more service.”

Respectfully submitted,

John W. Downs

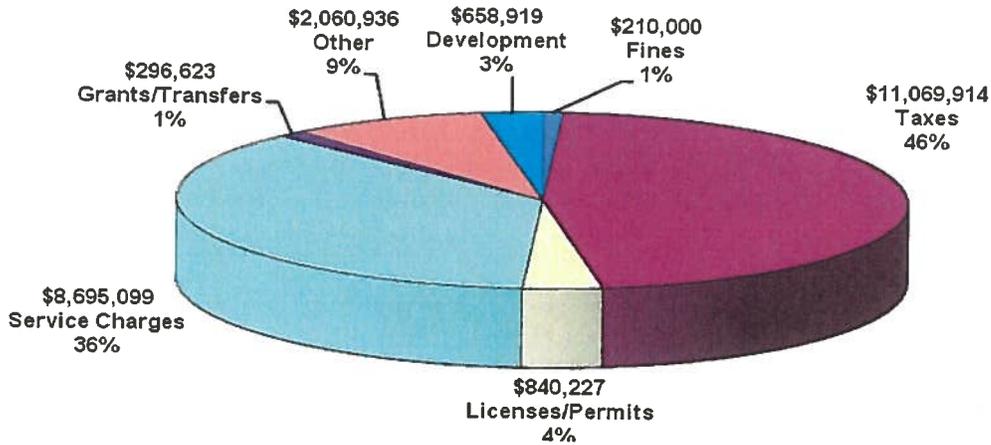
Village Administrator/Chief Budget Officer

Village of Mokena

BUDGET SUMMARY

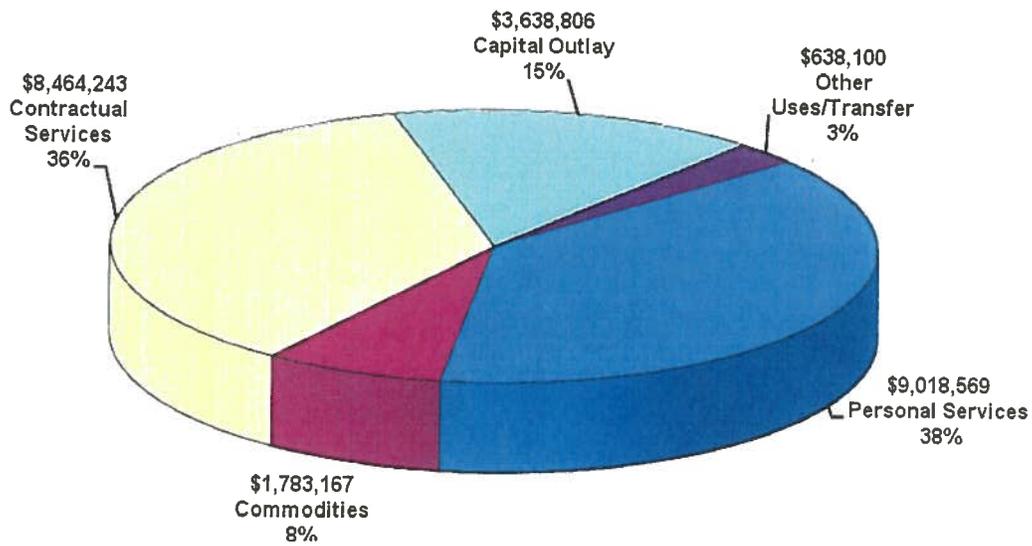
The total revenues for FY 15 are estimated to be \$23,831,718. Illustrated by the Pie Chart found below, one will be able to see the breakdown of revenues for the entire budget as indicated by major category.

TOTAL REVENUES



The total estimated expenditures for FY 15 are \$23,542,885. 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 2015 BUDGET
SUMMARY OF ALL FUNDS**

		Opening			Fund
	Fund Name	Cash Balance	Revenue	Expenses	Balance
01	General	\$ 2,962,557	\$ 9,381,833	\$ 8,969,930	\$ 3,374,460
02	Audit	18,528	5,823	5,655	18,696
04	Performance Bond	464,697	178,100	303,100	339,697
05	Tourism	37,017	40,350	30,740	46,627
06	Special Tax Allocation	79,150	35,938	1,871	113,217
07	School Crossing Guard	28,674	27,239	27,046	28,867
08	IMRF/FICA/MC Contribution	301,372	613,484	619,283	295,573
09	Police Pension	14,640,241	1,882,834	571,889	15,951,186
11	Motor Fuel Tax	704,729	475,532	604,771	575,490
15	Refuse	151,916	1,236,064	1,241,925	146,055
16	Water & Sewer:				
	Operating	1,936,651	6,584,199	6,910,020	1,610,830
	Encumbered Bond Res.	-	-	-	-
17	Municipal Parking Lot	53,955	290,463	269,497	74,921
19	Sewer System Capital Improv.	1,332,252	175,065	180,000	1,327,317
20	Water System Capital Improv.	1,552,275	507,496	154,350	1,905,421
21	Sewer Plant Replacement	906,920	2,500	116,090	793,330
22	Plant Expansion	5,464,722	32,000	150,000	5,346,722
23	Capital Improvement, Repair and Replacement	5,189,514	2,362,798	3,386,718	4,165,594
	Totals	\$35,825,170	\$23,831,718	\$23,542,885	\$36,114,003

GENERAL FUND BUDGET SUMMARY

REVENUE

Current FY 14

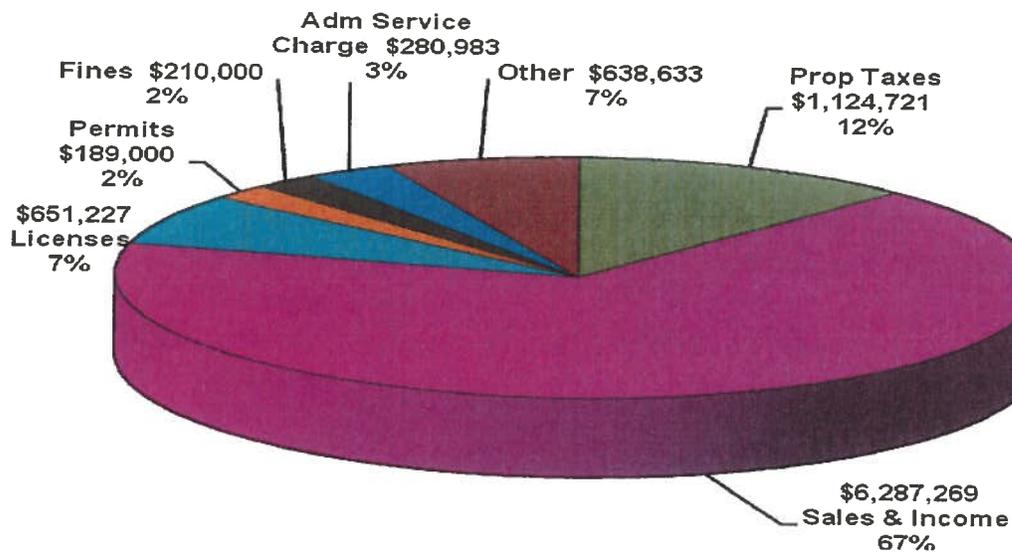
Estimated FY 14 Revenues are anticipated to be more than budget by approximately \$592K. This is primarily due to an increase in sales tax \$313K, state income tax \$76K, building permits \$70K, and miscellaneous income (includes video gaming) \$33K.

Proposed FY 15

Fiscal '15 Revenues are anticipated to increase by \$848K. This is primarily due to increases in sales tax \$565K, state income tax \$82K, property tax (including road & bridge) \$28K, building permits \$17K, rental income \$54K, and miscellaneous income \$49K.

Total anticipated General Fund Revenues for FY 15 are \$9,381,833. 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 14

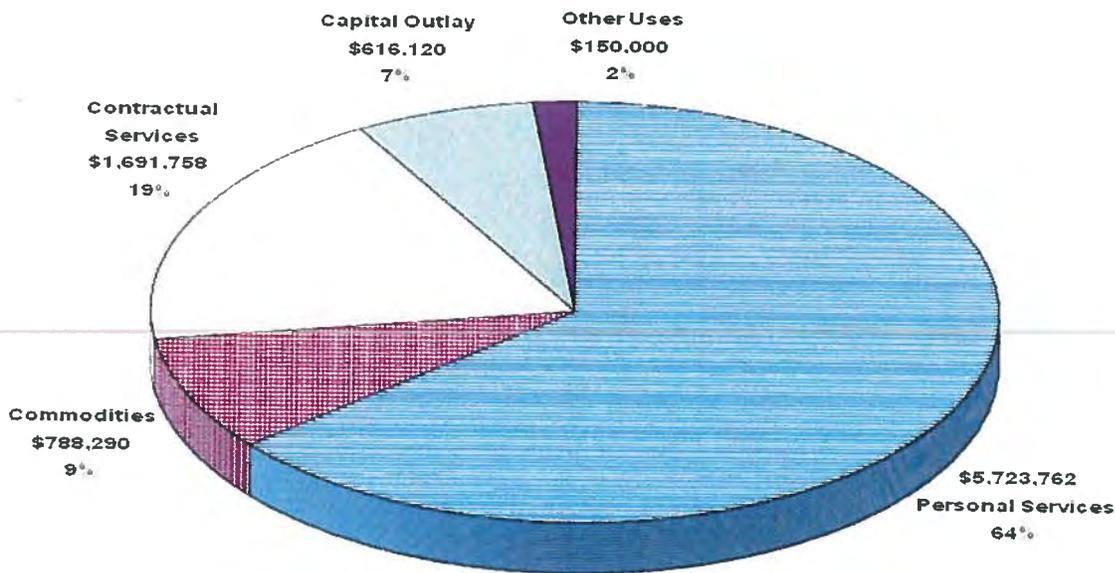
The FY 14 General Fund Expenses are anticipated to be \$954K over appropriation. This is primarily due to a year end transfer of \$1.375M to the Capital Improvement, Repair and Replacement Fund for the Emerald Ash Borer (EAB) program, road infrastructure, and municipal facility improvements. This transfer was offset by the actual FY 13 ending fund balance being \$309K higher than anticipated, an increase in revenues of \$592K, and several expenditures coming in under budget: personal services (\$47K), gasoline (\$32K), legal services (\$92K), other contractual services (\$30K), capital expenditures (\$20K), and not using the (\$150K) budgeted for contingencies.

Proposed FY 15

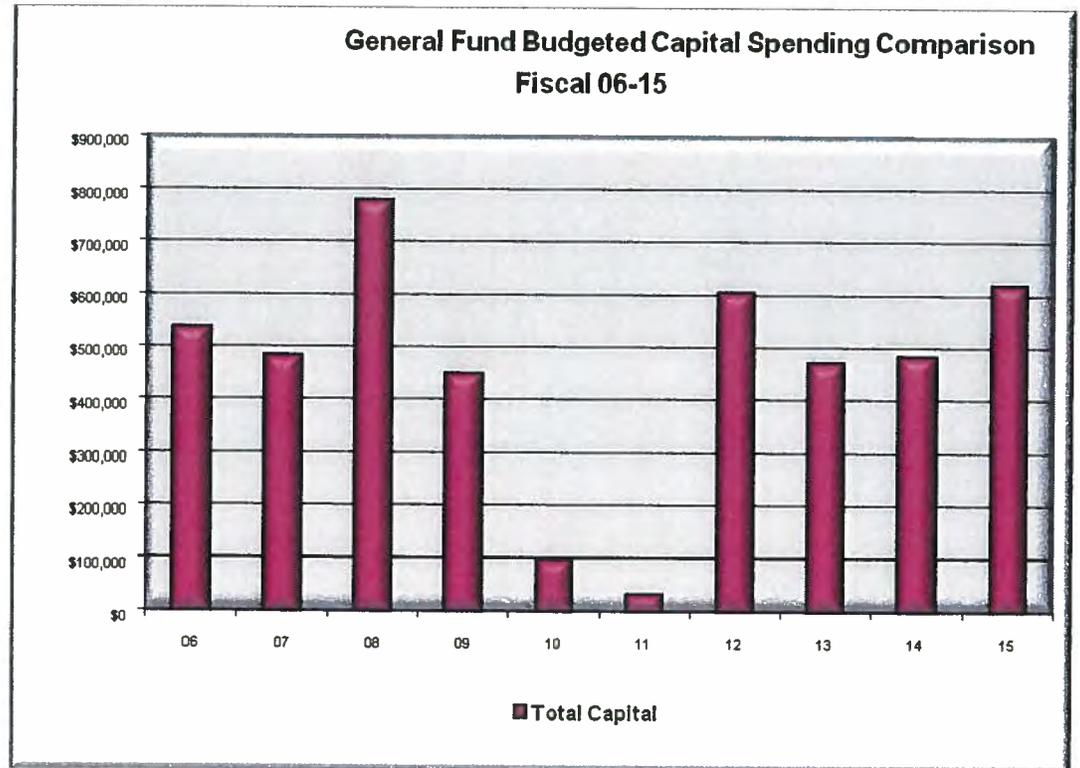
FY 15 General Fund Expenditure levels are proposed to increase by approximately \$437K above FY 14 budget levels. This is associated with increases in personal services \$107K, commodities \$38K, contractual services \$156K, and capital \$136K.

Total estimated General Fund expenditures for FY 15 are \$8,969,930. 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.

TOTAL EXPENSES



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



As one can see, FY 15 Capital Expenditures are \$136K above FY 14 budgeted levels. In FY 10 & FY 11 capital spending (like all other budget categories) had been reduced significantly to offset declining general fund revenues. In FY 12, a one-time transfer from the Water System Capital Improvement Fund for \$570K to the General Fund was scheduled to offset the deferred capital equipment and facility repair costs. In FY 13, the Village returned to replacing capital equipment and vehicles while making facility improvements solely from the GF. In FY 14 and FY 15, this trend was continued.

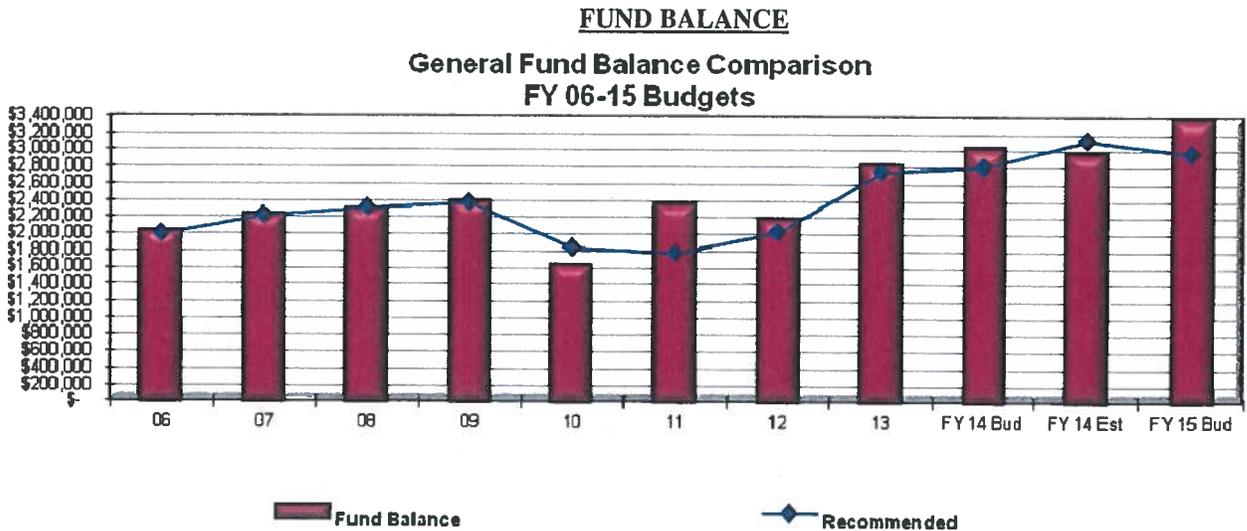
FUND BALANCE

Current FY 14

You will note the FY 14 General Fund estimated ending fund balance to be approximately \$2.96M. This is below the budgeted FY 14 balance by approximately (\$54K) due to the year end transfer to the Capital Improvement, Repair and Replacement Fund.

Proposed FY 15 The proposed year end FY 15 General Fund balance amount is approximately \$3.37M and \$414K above the Board’s preferred guidelines of maintaining 33% of the annual expenditures in the General Fund.

Following you will note a graph depicting the budgeted general fund cash position for the last nine budget cycles along with proposed FY 15 levels. You will note that historically, the Village has budgeted year end fund balances at/or above preferred levels with the exception of FY 10. During this fiscal year, fund balance levels declined and were utilized as a revenue offset.



Historically, Mokena budgets have utilized 25% of overall GF spending as a benchmark for adequate fund balance levels. Given the unpredictable condition of the State of Illinois along with a sputtering economy, during the FY 13 budget process, a recommendation was made to increase the benchmark to 33% of overall GF spending. By maintaining a more conservative fund balance position, those type of uncertainties previously mentioned would be less likely to impact core services in light of negative events.

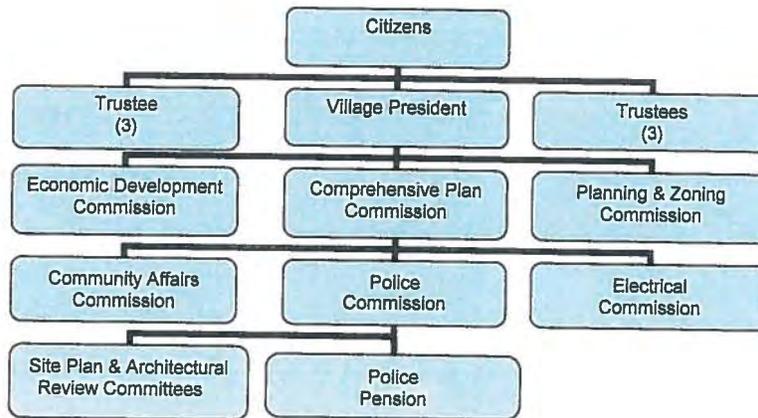
		VILLAGE OF MOKENA				
		Fiscal 2015 Budget: General Fund				
		Revenue [01]				
		Actual	Actual	Budgeted	Estimated	Board App.
200	<u>Taxes</u>	<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
2010	Property Tax (See Footnote)	\$ 410,036	444,670	425,380	449,000	423,625
2030	Sales Tax	3,660,634	3,997,219	3,889,762	4,203,080	4,454,497
2050	State Income Tax	1,578,754	1,851,033	1,750,316	1,826,141	1,832,772
2060	Road & Bridge Allocation	641,102	705,962	670,926	678,400	701,096
2070	Automobile Rental Tax	17,472	17,311	18,000	19,000	19,020
2090	Amusement Tax	22,886	17,807	17,500	16,876	16,500
	Total	\$ 6,330,884	7,034,002	6,771,884	7,192,497	7,447,510
210	<u>Licenses</u>					
2110	Liquor	\$ 41,400	39,000	37,750	38,750	35,900
2120	Vehicle	140,768	23,315	-	-	-
2130	Business	28,512	29,628	28,080	28,908	28,800
2140	Franchise	424,468	450,117	457,200	464,700	467,600
2150	Contractors	116,700	107,850	105,000	104,850	105,000
2190	Other	15,206	14,359	14,831	14,395	13,927
	Total	767,054	664,269	642,861	651,603	651,227
220	<u>Permits</u>					
2210	Building	152,215	211,918	124,000	193,799	141,000
2230	Solicitors	-	-	-	-	-
2290	Other	58,299	63,186	48,000	48,094	48,000
	Total	210,514	275,104	172,000	241,893	189,000
	Intergovernmental					
240	<u>Revenue - State/County</u>					
2450	Capital Grants	\$ 18,879	18,890	17,698	17,698	15,640
2490	Other Intergovernmental Revenue	-	-	-	-	-
	Total	18,879	18,890	17,698	17,698	15,640
	Intergovernmental					
250	<u>Revenue - Local</u>					
2510	Interfund Service Charges	270,073	275,474	280,983	280,983	280,983
254	<u>Exaction Fees</u>					
2560	Contributions	-	-	-	-	30,753

VILLAGE OF MOKENA						
Fiscal 2015 Budget: General Fund						
Revenue [01]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
280	Fines					
2810	Court	\$ 149,646	106,396	112,000	115,000	115,000
2820	Parking	44,217	35,278	26,500	50,000	35,000
2880	Other	49,206	52,313	52,000	55,000	55,000
2890	Asset Forfeiture	5,003	13,721	5,000	1,147	5,000
	Total	248,072	207,708	195,500	221,147	210,000
290	Other Revenue					
2910	Interest Earnings	\$ 24,466	33,893	28,000	33,250	28,000
2920	Rental Income	207,295	220,902	233,113	243,721	286,653
2930	Donations	25,700	12,500	10,000	12,450	10,000
2940	Interfund Revenue	574,388	4,207	2,000	3,100	3,100
2960	Public Hearing/Development Fees	17,640	17,025	20,100	35,000	20,100
2970	Miscellaneous Income	195,898	150,482	159,415	192,280	208,867
2990	Bond Proceeds	-	-	-	-	-
	Total	1,045,387	439,009	452,628	519,801	556,720
	Revenue Grand Total	8,890,863	8,914,456	8,533,554	9,125,622	9,381,833
	Opening Cash Balance (Including Investments)	\$ 2,342,234	3,459,865	3,016,087	3,324,391	2,962,557
	Total Available for Spending	\$ 11,233,097	\$ 12,374,321	\$ 11,549,641	\$ 12,450,013	\$ 12,344,390

Footnote: The revenues derived in line item 01.200.2010 based on the 2012 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 15



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.
- **The Community Affairs Commission:** This Commission consists of six members 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 14

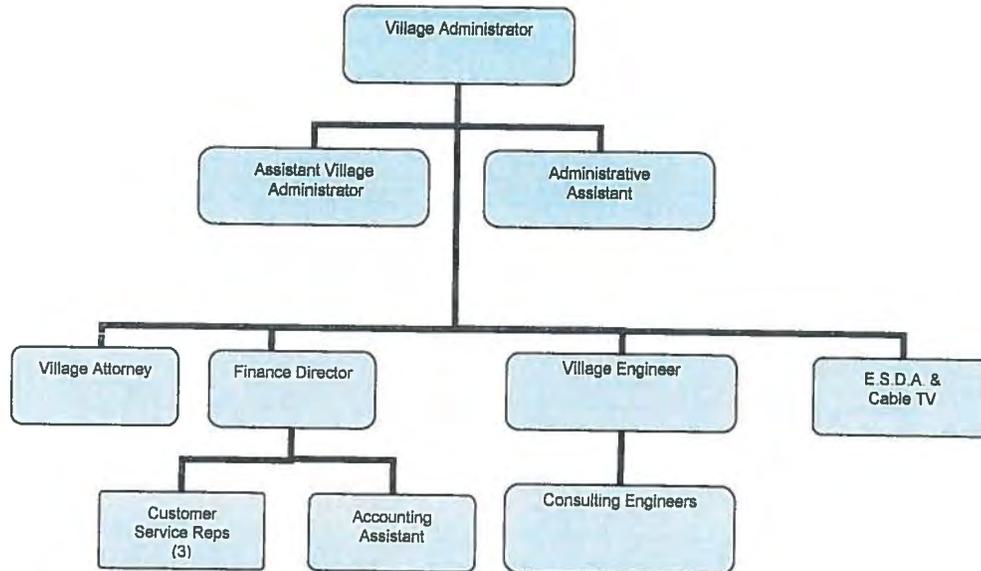
1. Authorize water supply contract with upstream supplier. (C/100%)
2. Extend terms of existing boundary agreement with Tinley Park. (C/100%)
3. Complete FOIA and OMA training. (C/100%)
4. Conduct 14th annual State of the Village address. (A)
5. Coordinate and sponsor annual 4th of July fireworks. (C/100%)
6. Attend ICSC retail conference. (C/100%)

SIGNIFICANT GOALS FOR FY 15

1. Extend terms of boundary agreement with New Lenox.
2. Attend ICSC retail conference.
3. Initiate replacement search for Village Administrator.
4. Consider renegotiated waste hauling agreement.

VILLAGE OF MOKENA						
Fiscal 2015 Budget: General Fund						
Dept: Legislative [01-100]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
3020	Salaries (Part Time)	\$ 34,312	35,663	34,500	33,338	34,500
	Commodities					
3230	Conferences, Mtgs. & Seminars	\$ 669	485	3,625	5,000	7,450
3240	Membership Dues	22,648	26,203	26,845	26,515	27,686
3260	Publications	-	-	-	-	-
3290	Printing	-	-	-	102	350
3420	Donations	-	-	-	-	-
3440	Miscellaneous	-	152	100	235	100
3450	Public Relations	27,906	27,170	31,150	30,000	30,050
	Total	\$ 51,223	54,010	61,720	61,852	65,636
	Contractual Services					
3710	Legal Advertising	\$ -	-	-	-	-
3780	Telephone	-	62	780	720	780
3860	Other Contractual Services	176	220	176	176	176
3870	Auto Mileage & Expense Reimb.	-	-	80	125	150
	Total	\$ 176	282	1,036	1,021	1,106
	Total Operating Expenses	\$ 85,711	89,955	97,256	96,211	101,242
	Capital Outlay					
4020	Improvements - Other	\$ -	-	-	-	-
4040	Machinery & Equipment	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ -	-	-	-	-
	Total Appropriations	\$ 85,711	89,955	97,256	96,211	101,242

Administrative Department Fiscal Year 15



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 advisement, interpretation and supervision of Board Policy. The Assistant Village Administrator reports directly to the Village Administrator. He serves as the Village's risk manager, and as its public information and media relations officer. In addition, the Assistant Village Administrator oversees the Village's building projects, negotiates cellular leases and cable franchise agreements, manages the Village's website, serves as the FOI Officer, manages the Village's foreclosed and vacant structures program, coordinates special projects (such as electrical aggregation and the EAB mitigation program), 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, bidding specifications and private utility coordination along with other engineering issues. The Village Engineer also oversees various consulting engineers employed by the Village to perform a multitude of other engineering services.

The Accounting Assistant reports to the Finance Director. This person is responsible for maintaining accurate accounting records regarding accounts payable/receivable and utility billings.

Three Customer Service Representatives are responsible for service and responsiveness through counter service and telephone interaction. These positions are also responsible to the Finance Director.

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. The firm of Rathbun, Cservenyak & Kozol currently represents the Village, with the Village utilizing other legal firms if a particular area of legal expertise is required.

STATUS OF GOALS FOR FY 14

Administrative/Finance

1. Coordinate renegotiated water contract terms with Oak Lawn through 5 member consortium. (C/100%)
2. Continue strategic discussions with Metra regarding future improvements to Hickory Creek station. (CU/50%)
3. Oversee and file annual audit. (C/100%)
4. Prepare and file annual treasurer's report. (C/100%)
5. Prepare and file 2013 property tax levy. (C/100%)
6. Prepare annual Fiscal 2015 Budget. (C/100%)
7. Prepare and post total compensation schedule on website. (C/100%)
8. Oversee implementation of computer upgrades. (C/100%)
9. Review banking services agreement to determine whether a one year extension of the current agreement or seeking new requests for proposals would be more beneficial to the Village. (C/100%)
10. Oversee FOIA/OMA training. (C/100%)
11. Reassess electrical aggregation program for potential options. (C/100%)
12. Provide administrative support for multi-year EAB plan. (C/100%)
13. Extend boundary agreement with Tinley Park. (C/100%)

Engineering Services

1. Design and construct the FY 2014 Road Maintenance Program with construction completed during fall of 2013. (C/100%)
2. Design and construct the FY 2014 MFT Street Maintenance Program with construction completed during fall of 2013 (C/100%)
3. Coordinate the completion of construction of the Illinois Department of Transportation's improvements for the widening of US Route 30. (C/100%)

4. Coordinate the construction of street lighting improvements at US Route 30 and Owens Road. (C/100%)
5. Provide technical support for long range transportation planning. (C/100%)
6. 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. (C/100%)
7. Continue active participation in the Hickory Creek Watershed Planning Group including water quality testing. (C/100%)
8. Design and oversee construction of the Townline Road Bridge Repairs. (C/100%)
9. Design and oversee the installation of Pedestrian Heads at the intersection of LaPorte Road and LaGrange Road. (C/100%)
10. Oversee installation of the Front Street Station Platform Fence. (C/100%)
11. Coordinate the design and construction of the water main replacements on Midland Avenue (Third to First) and Third Street (Division to Schoolhouse). (C/100%)
12. Coordinate the design and construction for improvements to the Excess Flow Facility. (CU/90%)

SIGNIFICANT GOALS FOR FY 15

Administrative/Finance

1. Continue strategic discussions with Metra regarding future improvements to Hickory Creek station.
2. Oversee and file annual audit
3. Prepare and file annual treasurer's report.
4. Prepare and file 2014 property tax levy.
5. Prepare annual Fiscal 2016 Budget.
6. Prepare and post total compensation schedule on website.
7. Oversee implementation of computer upgrades.
8. Review banking services agreement to determine whether a one year extension of the current agreement or seeking new requests for proposals would be more beneficial to the Village.

9. Oversee FOIA/OMA training
10. Provide administrative support for multi year EAB plan.
11. Renegotiate waste hauling agreement.
12. Extend terms of boundary agreement with Village of New Lenox.
13. Assist with upgrades to Village Hall.
14. Provide administrative support for Village Administrator replacement search.

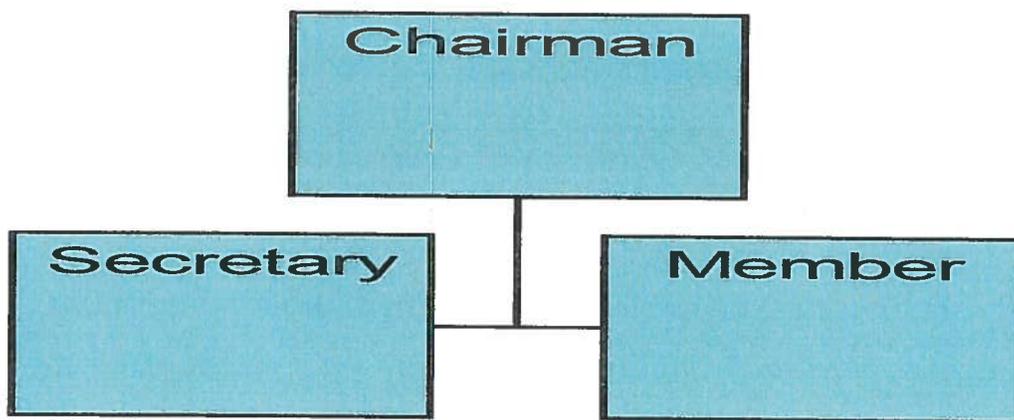
Engineering Services

1. Design and construct the FY 2015 Road Maintenance Program with construction completed during fall of 2014.
 2. Provide technical support for long range transportation planning.
 3. Continue coordination of 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.
 4. Continue active participation in the Hickory Creek Watershed Planning Group including water quality testing.
 5. Continue to coordinate the implementation of the Village's NPDESII Goals and Training.
 6. Coordinate the engineering design of the water main replacements on Wolf Rd from 193rd to 194th.
 7. Coordinate the completion of the construction improvements to the Excess Flow Facility.
 8. Coordinate the completion of the sludge removal at the Excess Flow Facility.
-
9. Coordinate the Illinois Department of Transportation's planned improvements to LaGrange Road from Birch Avenue to Colorado Avenue.
 10. Update the Storm Sewer Atlas for the West Basin.
 11. Prepare bidding documents and oversee the construction of pavement striping improvements on Wolf Road, 191st Street and Francis Road.
 12. Oversee the installation of the Public Improvements in the Ginger Creek Subdivision.

13. Oversee the installation of the Public Improvements for the Ryan Companies Senior Housing Development.

Board of Fire & Police Commission

Fiscal Year 15



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, 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 14

1. Maintain Current Patrol Officer Eligibility Register as required by State Statute. **(C/100%)**
2. Maintain Current Promotional Eligibility Register as required by State Statute. **(C/100%)**
3. Review and/or update 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. **(C/100%)**
5. Work with State of Illinois to develop a records review and destruction process. **(CU/15%)**

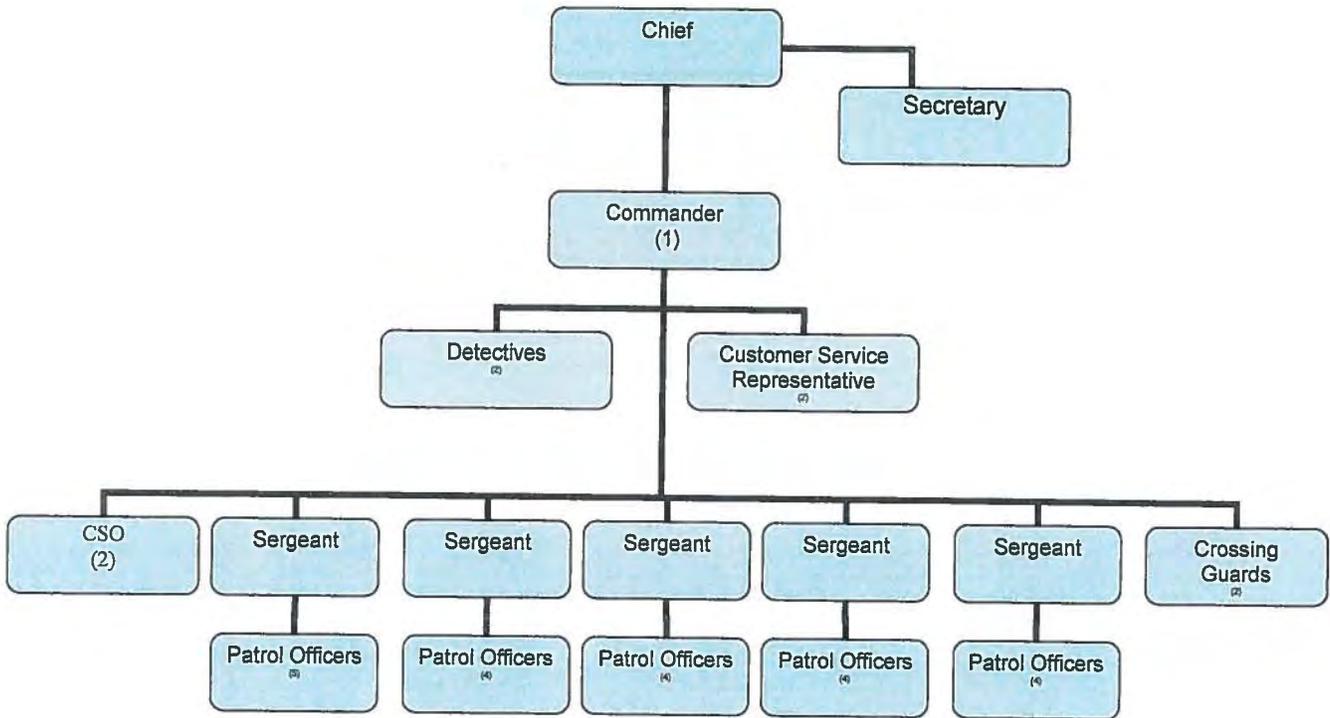
SIGNIFICANT GOALS FOR FY 15

1. Maintain Current Patrol Officer Eligibility Register as required by State Statute.
2. Maintain Current Promotional Eligibility Register as required by State Statute.
3. Review and/or update local Rules & Regulations of the Commission as needed.
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.
5. Conduct inventory of commission files in preparation of purging and destruction of old files.
6. Submit request for destruction to Office of the State Archivist.
7. Destroy records after approval by State Archivist.

VILLAGE OF MOKENA						
Fiscal 2015 Budget: General Fund						
Dept: Fire & Police Commission [01-103]						
		Actual	Actual	Budgeted	Estimated	Board App.
	Personal Services	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
3020	Salaries (Part Time)	\$ 660	3,010	2,040	1,700	2,040
	Commodities					
3230	Conferences, Mtgs. & Seminars	\$ -	145	1,425	12	1,900
3240	Membership Dues	375	375	375	375	375
3250	Professional Development	402	-	200	-	200
3260	Publications	-	-	100	-	100
3290	Printing	-	260	150	150	150
3510	Equipment	-	-	250	250	-
3520	Furniture	-	-	-	-	-
	Total	\$ 777	780	2,500	787	2,725
	Contractual Services					
3630	Legal Services	\$ -	-	1,500	-	1,500
3640	Physical Exams	-	1,600	1,300	-	1,300
3650	Testing & Psych. Exams	-	5,676	7,150	5,875	1,425
3710	Legal Advertising	1,861	73	1,000	2,070	-
	Total	\$ 1,861	7,349	10,950	7,945	4,225
	Total Operating Expenses	\$ 3,298	11,139	15,490	10,432	8,990
	Capital Outlay					
4040	Machinery & Equipment	\$ -	-	-	-	-
	Total Capital	\$ -	-	-	-	-
	Total Appropriations	\$ 3,298	11,139	15,490	10,432	8,990

Police Department

Fiscal Year 15



SUMMARY OF BASIC FUNCTION

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

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

The Commander (1) assists the Chief with the management of the Department and the implementation and communication of new philosophies. He serves as the senior operating officer of the Department overseeing the day-to-day operations of the Police Department. In addition to serving as Acting Chief of Police in the Chief's absence, the Commander also prepares the monthly work schedules, assists with completion of the Department's payroll, and manages all civilian employees of the Department.

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

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

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

The part-time Community Service Officers (2) provide support to Patrol and Records by collecting daily parking fees from the Village's commuter parking lots and issuing warnings or citations for Ordinance violations. The Community Service Officers also provide inter-departmental support by completing delivery and service duties in order to provide for effective administration of the Village such as bank deposits, delivery of informational material to Village Trustees, Village Attorney; members of various Commissions, Clerk of the Circuit Court and State's Attorney.

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 15 the Police Department will be staffed by a minimum of (37) employees. Of these, (30) will hold sworn full-time status holding state certifications that are issued by the Illinois Local Governmental Law Enforcement Officers Training Board. The remaining employees of the Department are civilian personnel consisting of clerical staff, crossing guards and community service officers.

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, assistance and guidance to the Patrol Officers who are assigned to specific areas or patrol beats within the community.

STATUS OF GOALS FOR FY 14

1. Maintain basic community relations based programs including: Child Safety Seat Inspections, D.A.R.E., Prescription Drug Recycling, CrimeReports, Community Shred Day, Operation Lifesaver, Rapid Recovery and Safe Ride. (C/100%)
2. Maintain local Homeland Security and Public Safety initiatives in the Village of Mokena by: expanding Village-wide security initiatives where possible around critical infrastructure or key Village facilities, and maintaining National Incident Management System training initiatives. (C/100%)
3. Coordinate with the Illinois Liquor Control Commission an alcoholic beverage “over-service” and “underage” training program for employees and Liquor License holders in the Village of Mokena. (C/100%)
4. Pursue available grant opportunities relative to 9-1-1 Communications Equipment, Bullet Proof Vest Recovery, Tobacco Enforcement and Pipeline safety initiatives. (C/100%)
5. Provide technical assistance in order to expand the Advanced Real Time Video Information System at the Hickory Creek Commuter Parking Facility. (C/100%)
6. Provide a Sergeant of Police with the opportunity to attend Northwestern University Center for Public Safety’s School of Police Staff & Command. (C/100%)
7. Provide recruit and/or field training for (2) replacement Patrol Officers. (C/100%)
8. Implement (2) part-time Community Service Officer positions to provide support to Patrol, Records and other Village departments. (C/100%)
9. Provide technical support for technology upgrades at Police Headquarters specifically the MIS file server. (C/100%)

10. Enhance the Patrol Fleet by coordinating the purchase and setups of (2) new patrol SUV's and (2) cruisers. (C/100%)

SIGNIFICANT GOALS FOR FY 15

1. Maintain basic community relations based programs to include Child Safety Seat Inspections, D.A.R.E., Prescription Drug Recycling, CrimeReports, Community Shred Day, Operation Lifesaver, Rapid Recovery and Safe Ride.
2. Maintain local Homeland Security and Public Safety initiatives in the Village by expanding Village-wide security initiatives where possible around critical infrastructure or key Village facilities.
3. Maintain National Incident Management System and Incident Command System training initiatives.
4. Coordinate with the Illinois Liquor Control Commission and alcoholic beverage "over-service" and "underage" training program for employees and Liquor License holders in the Village of Mokena.
5. Continue to pursue available grant opportunities relative to 9-1-1 communications equipment, bullet proof vest recovery, tobacco enforcement and pipeline safety initiatives.
6. Provide technical assistance to evaluate the need to expand the Advanced Real Time Video Information System at the Hickory Creek Commuter Parking Facility.
7. Continue to evaluate technology needs at the police department to include the MIS file server and cellular communications.
8. Enhance the patrol fleet through the replacement of two new patrol SUV's and two new patrol sedans.
9. Re-locate personnel and work stations within the police department building in order to make better use of the available space.
10. Evaluation of current sergeants' and commander's administrative responsibilities to determine if there is the need for a more equitable distribution of tasks.
11. Chief to attend the University of Virginia L.E.A.D. training program (November 2014).

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12. Commander Rankovich to complete the Chief Certification exam process through the Illinois Association of Chiefs of Police.
 13. One sergeant to attend the Northwestern University Center for Public Safety School of Police staff and Command.
 14. Installation and implementation of the Opticom Traffic Signal Pre-Emption Devices in a portion of the patrol fleet (2 year project).
 15. Training and development of the new police department secretary.
 16. Evaluation of patrol, investigations and supervisory training needs for staff development and community needs.
 17. Development and implementation of the Lexipol for the police department standard operating procedures.
 18. Provide relevant updates to the current Village of Mokena Emergency Operations Plan (EOP).

VILLAGE OF MOKENA						
Fiscal 2015 Budget: General Fund						
Dept: Police [01-104]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
3010	Salaries (Full Time)	\$ 2,441,414	2,383,264	2,565,409	2,563,327	2,721,093
3020	Salaries (Part Time)	-	-	-	-	-
3030	Salaries (Overtime)	174,490	207,169	181,887	195,000	196,794
3031	Salaries (Holiday Pay)	71,480	71,688	83,600	75,000	81,512
3100	Hospital/Life Insurance	524,092	535,422	581,206	551,181	567,912
	Total	\$ 3,211,476	3,197,543	3,412,102	3,384,508	3,567,311
	Commodities					
3230	Conferences, Mtgs. & Seminars	\$ 353	283	225	412	630
3240	Membership Dues	954	700	1,177	1,295	1,635
3250	Professional Development	8,708	12,029	10,850	7,750	16,850
3260	Publications	419	53	800	390	400
3280	Clothing & Personal Expense	16,066	19,294	24,955	20,000	26,925
3290	Printing	2,754	2,256	2,500	3,800	3,010
3300	Vehicle Expense (Gas)	84,893	84,437	108,000	88,000	108,000
3320	Maint: Vehicles & Motor Equip.	33,061	21,951	29,380	22,000	27,220
3400	Ammunition	5,591	5,498	6,100	6,733	6,500
3420	Donations	-	-	-	-	-
3440	Miscellaneous	1,239	1,040	1,740	1,500	1,485
3450	Public Relations	7,821	5,712	8,380	5,000	7,750
3470	Range Supplies	898	998	1,000	980	1,000
3480	Narcotics Enforcement	730	30	500	-	500
3500	Coop. Investigations	1,250	1,250	1,500	1,700	1,700
3510	Equipment	5,265	7,856	9,200	10,000	13,110
3520	Furniture	902	1,325	1,500	2,304	1,500
	Total	\$ 170,904	164,712	207,807	171,864	218,215
	Contractual Services					
3640	Physical Exams	\$ -	-	1,000	2,000	1,000
3650	Testing & Psych. Exams	-	-	-	-	-
3660	Prisoner Care	-	-	150	-	150
3670	L-W Communications Center	324,583	312,879	312,262	312,264	324,757
3690	Computer Program./Maint.	18,212	16,046	18,250	18,250	21,750
3710	Legal Advertising	-	-	550	-	550
3780	Telephone	14,394	15,375	15,660	14,500	16,980
3790	Comm./Office Mach. Maint.	3,895	2,362	3,927	2,900	3,927
3850	Equipment Leasing	4,856	4,776	4,776	4,776	4,776
3860	Other Contractual Services	36,615	31,137	38,691	33,000	45,613
3870	Auto Mileage & Expense Reimb.	-	-	-	51	200
	Total	\$ 402,555	382,575	395,266	387,741	419,703
	Total Operating Expenses	\$ 3,784,935	3,744,830	4,015,175	3,944,113	4,205,229

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) Prio.	ITEM	FY '14 DEPT. REQUEST	FY '14 BOARD APPROVED	FY '15 DEPT. REQUEST	FY '15 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	Desktop PC & Labor	\$ 1,400	\$ 1,400			Base	Evidence Room PC replacement
4040	File Server & Labor	5,600	5,600			Base	File Server replacement
4040	(2) Bullet Shields	2,800	2,800			Supp.	Additional Units for 2 patrol cars
4080	Patrol SUV & Set Up	42,000	42,000			Base	Replace M17 per fleet schedule
4080	Admin SUV & Set Up	33,000	33,000			Base	Replace M01 per fleet schedule
4080	Squad Car & Set Up	29,000	29,000			Base	Replace M03 per fleet schedule
4080	Squad Car & Set Up	29,000	29,000			Base	Replace M14 per fleet schedule
4040	Radar Unit	1,900	1,900			Supp.	Additional unit for M17
4080	Patrol SUV & Set Up			\$40,000	\$40,000	Base	Replace M07 per fleet schedule
4080	Patrol SUV & Set Up			40,000	40,000	Base	Replace M08 per fleet schedule
4080	Squad Car & Set Up			28,000	28,000	Base	Replace M11 per fleet schedule

TOTAL See Page 2 See Page 2 See Page 2
REQUESTS APPROVED See Page 2 See Page 2 See Page 2

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) Prio.	ITEM	FY '14 DEPT. REQUEST	FY '14 BOARD APPROVED	FY '15 DEPT. REQUEST	FY '15 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4080	Squad Car & Set Up			\$28,000	\$28,000	Base	Replace M12 per fleet schedule
4040	Bullet Shield			1,500	1,500	Base	Replace aging unit
4040	Notebook PC			1,700	1,700	Base	Replace Notebook in Conference Room
4040	(2) PCs			3,210	3,210	Supp.	PCs for Secretary and Patrol

TOTAL \$144,700 \$142,410 \$142,410

REQUESTS APPROVED \$144,700 \$142,410

Community Development Department Fiscal Year 15



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 as well as 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, Electrical Commission and Site Plan and Architectural Review Committees.

The Building and Planning Specialist is responsible for managing 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 supervise staff and consultant reviews, coordinate contract inspectors, prepare meeting packets, schedule public hearings, and provides staff support to the Plan Commission, Zoning Board of Appeals, Comprehensive Plan Committee, Site Plan and Architectural Review Committee, and Electrical Commission. This position also oversees the maintenance and operation of the department's software related to building permits, building inspections, contractor registration and code enforcement. The Building and Planning Specialist reports to the Development Director.

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 Building and Planning Specialist and coordinates the staff reviews of land use submittals. 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 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. This person also performs the annual business license sweep and plays a key role in the vacant structure inspection program.

The Department Secretary is responsible for preparing monthly reports, organizing Planning Commission and Zoning Board of Appeals packets, 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 14

Community Development

1. Purchase and implement new building permit tracking software. **(C/100%)**
2. Conduct training on new permit tracking software. **(CU/75%)**
3. Transfer historical data into new permit tracking software. **(CU/10%)**

4. Establish specific guidelines for outdoor dining/beer gardens. **(C/100%)**
5. Facilitate the formation of a business owners association for the ClearVue Business Park and construction of the business park identification sign at 191st Street and Everett Drive. **(Abandon – No interest from business owners)**
6. Facilitate discussion regarding way-finding signage and implement the way finding sign program. **(CU/50% completed)**

7. Implement licensing of video gaming terminals. (C/100%)
8. Update Zoning Map to reflect recent annexations and map amendments. (C/100%)
9. Update Guides to Community Development. (C/100%)

Economic Development

1. Implement CoStar subscription for property listings and utilize data for updating Lois site. (C/100%)
2. Update economic development web page information and layout. (CU/50%)
3. Coordinate small business finance training session. (C/100%)
4. Attend International Council of Shopping Centers (ICSC) National Convention. (C/100%)
5. Attend regional ICSC, Illinois Development Council, Will Economic Network, and Chamber meetings and seminars. (100%)
6. Update Restaurant Guide. (C/100%)
7. Meet with local bank branch managers and establish a working relationship with each. (CU/50%)
8. Prepare for and facilitate Economic Development Commission meetings. (C/100%)
9. Coordinate Village participation in the Mokena Chamber Business Expo. (C/100%)
10. Coordinate Village's participation in Ribbon Cutting, Groundbreaking, and Grand Opening Ceremonies. (C/100%)
11. Update and maintain web page business directory. (100%)

SIGNIFICANT GOALS FOR FY 15

Community Development

1. Conduct training on new permit tracking software.
2. Transfer historical data into new permit tracking software.
3. Facilitate Board policy regarding the issue of awning signs and signs on multiple stories.
4. Facilitate Board policy regarding the sale and repair of firearms and shooting ranges.

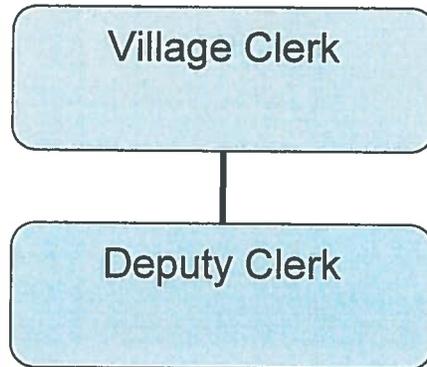
5. Implement the way-finding sign program within budgeted parameters.
6. Update Zoning Map to reflect recent annexations and map amendments.
7. Update Guides to Community Development.
8. Evaluate involuntary annexations for properties on LaGrange Road.

Economic Development

1. Update Lois site depicting available properties and leasable space.
2. Update economic development web page information and layout.
3. Attend International Council of Shopping Centers (ICSC) National Convention.
4. Attend regional ICSC, Illinois Development Council, Will Economic Network, and Chamber meetings and seminars.
5. Update Restaurant Guide.
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. Update and maintain web page business directory.

VILLAGE OF MOKENA						
Fiscal 2015 Budget: General Fund						
Dept: Community Development [01-105]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
3010	Salaries (Full Time)	\$ 317,594	322,347	368,854	368,854	381,729
3020	Salaries (Part Time)	1,635	2,560	4,300	2,635	4,300
3030	Salaries (Overtime)	-	-	-	-	-
3100	Hospital/Life Insurance	64,614	70,531	73,469	73,289	71,467
	Total	\$ 383,843	395,438	446,623	444,778	457,496
	Commodities					
3230	Conferences, Mtgs. & Seminars	\$ 513	270	1,200	600	1,200
3240	Membership Dues	2,494	2,677	3,125	3,128	3,005
3250	Professional Development	950	6,127	1,900	1,000	1,900
3260	Publications	5,357	1,330	4,725	5,225	5,830
3280	Clothing & Personal Expense	262	602	900	1,000	1,650
3290	Printing	672	799	1,500	470	1,500
3300	Vehicle Expense (Gas)	4,601	4,810	6,750	4,950	6,750
3320	Maint: Vehicles & Motor Equip.	3,601	5,054	3,250	2,600	3,250
3330	Small Tools	73	40	150	100	150
3390	Public Hearing Signs	1,943	1,627	2,450	4,650	3,300
3440	Miscellaneous	401	372	500	375	500
3450	Public Relations	-	-	-	-	-
3510	Equipment	266	230	500	400	750
3520	Furniture	240	-	-	-	900
	Total	\$ 21,373	23,938	26,950	24,498	30,685
	Contractual Services					
3620	Engineering Services	\$ (1,250)	(2,000)	10,000	(20,000)	30,000
3621	Contract Inspections	(4,100)	5,005	-	5,000	-
3630	Legal Services	6,974	9,408	12,000	4,500	10,000
3680	Plan Review Fees	7,625	6,981	6,000	4,000	6,000
3690	Computer Program./Maint.	3,734	4,459	17,146	10,574	16,550
3710	Legal Advertising	1,246	1,190	2,000	2,362	2,000
3780	Telephone	4,734	5,208	5,940	4,650	4,440
3790	Comm./Office Mach. Maint.	3,041	3,236	3,844	2,868	4,000
3850	Equipment Leasing	-	-	-	-	-
3860	Other Contractual Services	25,131	27,427	32,950	33,404	40,150
3870	Auto Mileage & Expense Reimb.	66	58	100	50	100
	Total	\$ 47,201	60,972	89,980	47,408	113,240
	Total Operating Expenses	\$ 452,417	480,348	563,553	516,684	601,421

Village Clerk Fiscal Year 15



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 14

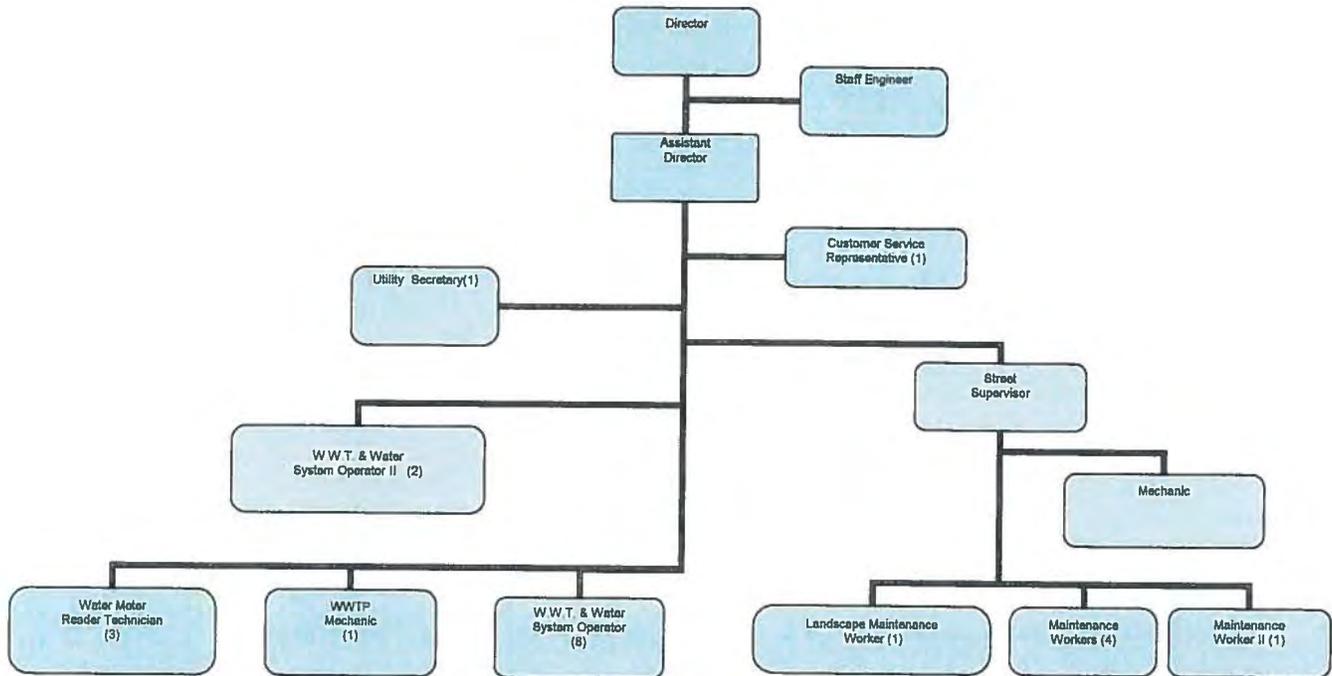
1. Provide support to neighborhood team. (C/100%)
2. Conduct twice yearly review of Executive Session minutes. (C/100%)
3. Provide support with Beautification Award Program. (C/100%)

SIGNIFICANT GOALS FOR FY 15

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

VILLAGE OF MOKENA						
Fiscal 2015 Budget: General Fund						
Dept: Village Clerk [01-106]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
3020	Salaries (Part Time)	\$ 4,800	4,800	4,800	4,800	4,800
3030	Salaries (Overtime)	-	-	-	-	-
	Total	\$ 4,800	4,800	4,800	4,800	4,800
	<u>Commodities</u>					
3230	Conferences, Mtgs. & Seminars	\$ 60	199	185	405	485
3240	Membership Dues	65	65	75	65	105
3250	Professional Development	-	-	-	-	-
3260	Publications	-	-	-	-	-
3290	Printing	-	-	-	-	-
3430	Recording Charges	-	-	100	-	100
3440	Miscellaneous	-	100	-	-	-
	Total	\$ 125	364	360	470	690
	<u>Contractual Services</u>					
3690	Computer Program./Maint.	\$ -	-	-	-	-
3710	Legal Advertising	448	512	600	423	600
3720	Ordinance Codification	2,682	825	2,500	2,500	3,000
3780	Telephone	-	-	-	-	-
3860	Other Contractual Services	25	32	675	25	1,025
3870	Auto Mileage & Expense Reimb.	-	-	-	-	-
	Total	\$ 3,155	1,369	3,775	2,948	4,625
	Total Operating Expense	\$ 8,080	6,533	8,935	8,218	10,115
	<u>Capital Outlay</u>					
4100	Office Furniture	\$ -	1,449	-	-	-
	Total Capital	\$ -	1,449	-	-	-
	Total Appropriations	\$ 8,080	7,982	8,935	8,218	10,115

Public Works Department Fiscal Year 15



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 and the entire water distribution system. The overall operation of the Street and Buildings/Grounds Departments includes: maintenance of streets, curbs 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 Assistant Public Works Director. The Street Supervisor also assists in day-to-day overall operations and reports directly to the Public Works Director and Assistant Public Works Director.

The Director of Public Works is an administrative position involved in managing the activities of the department. Management is exercised directly, or through the Assistant Public Works Director and various Operational Supervisors. The Director is responsible to the Village Administrator for the successful operation of the department and is supported by an Administrative Customer Service Representative and Utility Secretary. The Assistant Public Works director is responsible for overall departmental operations in absence of the Public Works Director.

The Staff Engineer reports directly to the Public Works Director 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 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 Water and Sewer Departments consist of (15) full-time employees. Oversight of this operation is divided between the Public Works Director and Assistant Public Works Director. 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 and sewer distribution systems. 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 (3) 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. The FY 15 budget also appropriates funds for (6) seasonal employees to assist with ROW and grounds care.

STATUS OF GOALS FOR FY 14

1. Complete FY 14 Sidewalk Program (C/100%). *
2. Complete FY 14 full depth patching Program (C/100%). *
3. Complete FY 14 Street Maintenance Program (C/100%).*
4. Complete FY 14 MFT Street Program on Front Street & Marilyn Estates (C/100%). **
5. Complete FY 14 Sidewalk "Mud-Jacking" Program (C/100%). *
6. Complete FY 14 Curb "Shot-Creet" Repair Program (C/100%). *
7. Complete FY 14 crack filling program (C/100%).**
8. Continue program and replace aged sign posts throughout Village (C/100%).
9. Stripe various crosswalks and streets throughout Village (C/100%).

10. Continue the cleaning and maintenance of storm sewer and pond outlet systems (C/100%).
11. Complete storm sewer atlas update (C/100%).
12. Install safety guardrail at Front & Francis and 187th & 88th Avenue (C/100%).
13. Complete re-organizational plan for Public Works Department supervisory staff . (C/100%)

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

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

SIGNIFICANT GOALS FOR FY 15

1. Complete FY 15 Sidewalk Program. *
2. Complete FY 15 full depth patching Program. *
3. Complete FY 15 Street Maintenance Program. *
4. Complete Wolf Road Street patching program. *
5. Complete FY 15 Sidewalk “Mud-Jacking” Program. *
6. Complete FY 15 Curb “Shot-Creet” Repair Program. *
7. Complete FY 15 crack filling program. **
8. Continue program and replace aged sign posts throughout Village.
9. Stripe various crosswalks and streets throughout Village.
10. Continue the cleaning and maintenance of storm sewer and pond outlet systems.
11. Continue completion of storm sewer atlas update.
12. Complete landscaping improvements on Grasmere Islands.
13. Complete erosion control at Wolf Road & Hickory Creek.

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

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

VILLAGE OF MOKENA						
Fiscal 2015 Budget: General Fund						
Dept: Streets [01-107]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
3010	Salaries (Full Time)	\$ 515,446	514,467	574,513	553,700	535,950
3020	Salaries (Part Time)	1,462	4,739	4,955	6,500	7,470
3030	Salaries (Overtime)	2,471	6,600	10,612	8,000	10,659
3100	Hospital/Life Insurance	122,449	134,223	143,176	140,932	125,648
	Total	\$ 641,828	660,029	733,256	709,132	679,727
	<u>Commodities</u>					
3230	Conferences, Mtgs. & Seminars	\$ 150	76	855	765	805
3240	Membership Dues	115	25	197	127	354
3250	Professional Development	1,033	25	100	-	133
3260	Publications	-	-	40	-	-
3280	Clothing & Personal Expense	3,820	2,843	4,100	3,900	4,150
3290	Printing	133	-	200	198	200
3300	Vehicle Expense (Gas)	49,569	55,424	81,000	74,000	81,000
3310	Maint: Bldgs, Streets & Grounds	18,453	22,306	22,450	24,250	24,450
3320	Maint: Vehicle & Motor Equip.	40,733	36,071	45,000	56,450	47,000
3330	Small Tools	1,992	1,388	1,100	1,100	1,300
3340	Traffic & Street Sign Material	10,365	16,172	18,000	11,000	18,000
3380	Rock, Sand & Salt	4,655	4,292	6,000	6,000	6,000
3440	Miscellaneous	230	292	288	750	301
3450	Public Relations	-	-	-	-	-
3510	Equipment	10	4,365	1,335	1,335	2,185
3520	Furniture	-	-	125	97	-
	Total	\$ 131,258	143,279	180,790	179,972	185,878
	<u>Contractual Services</u>					
3620	Engineering Services	\$ 2,190	2,204	11,200	11,000	16,500
3640	Physical Exams	-	125	300	140	300
3690	Computer Program./Maint.	1,798	1,416	1,416	1,566	1,431
3710	Legal Advertising	544	167	600	212	600
3760	Street Lighting Energy Charge	111,110	105,622	115,510	113,000	144,052
3780	Telephone	5,535	6,519	7,300	7,000	7,296
3790	Comm./Office Mach. Maint.	349	349	349	349	349
3850	Equipment Leasing	3,585	3,904	4,100	4,000	4,100
3860	Other Contractual Services	43,345	37,067	58,725	52,725	64,287
3870	Auto Mileage & Expense Reimb.	12	-	217	150	116
3950	Contractual Payments	546	582	590	590	610
3970	Tree Removal/Replacement	8,755	33,411	35,500	23,000	35,500
	Total	\$ 177,769	191,366	235,807	213,732	275,141
	Total Operating Expense	\$ 950,855	994,674	1,149,853	1,102,836	1,140,746

VILLAGE OF MOKENA
Fiscal 2015 Budget: General Fund
Dept: Streets [01-107]

		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
	Capital Outlay					
4010	Improvements - Streets	\$ 16,715	33,615	37,000	37,000	100,000
4020	Improvements - Other	-	-	14,800	14,800	-
4030	Improvements - Facilities	-	-	-	-	-
4040	Machinery & Equipment	11,986	71,670	37,275	40,321	119,320
4050	Improvements & Extensions	-	-	-	-	-
4080	Vehicle Acquisitions	200,088	123,611	40,500	40,434	189,000
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ 228,789	228,896	129,575	132,555	408,320
	Other Financing Uses					
5000	Transfer - Out					
	A. Trf. to Escrow for Gen. Infra.	\$ -	1,375,000	-	1,275,000	-
	Total Appropriations	\$ 1,179,644	2,598,570	1,279,428	2,510,391	1,549,066

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

LINE ITEM) Prio.	ITEM	FY '14 DEPT. REQUEST	FY '14 BOARD APPROVED	FY '15 DEPT. REQUEST	FY '15 BOARD APPROVED	BASE/SUPP	EXPLANATION
4040	Sewer Camera (50%)	\$ 1,600	\$ 1,600			Supp.	Camera to televise sanitary and storm sewer lines
4040	Sod Cutter (50%)	2,475	2,475			Base	Replace aging equipment
4040	Combination Excavator & Attachments (50%)	33,200	33,200			Supp.	Cleaning storm ditches, concrete & asphalt grinding, etc.
4080	Pickup w/Plow & Lift Gate	40,500	40,500			Base	Replace ST18
4040	Replace Dump Bed St #10			\$ 8,700	\$ 8,700	Base	Replace rusted bed
4040	Plow for 2 1/2 ton truck			6,800	6,800	Base	Replace plow
4040	Plow for 1 ton truck			4,000	4,000	Base	Replace plow
4040	Bucket for lift truck			2,700	2,700	Base	Replace bucket for lift truck with a safety door
4040	Clam bucket for loader			16,620	16,620	Supp.	Bucket used for picking up trees, etc.
4040	Brake Metal Lathe			6,500	6,500	Supp.	Break and metal cutter
4040	Tractor/Backhoe			74,000	74,000	Base	Replace aging equipment
4080	2.5 Ton Truck w/Plow & Spreader			124,000	124,000	Base	Replace ST7
4080	1 Ton Truck w/Plow & Spreader			65,000	65,000	Base	Replace ST16

TOTAL \$77,775 \$308,320

REQUESTS APPROVED \$77,775 \$308,320

BUILDINGS & GROUNDS
Fiscal Year 15

STATUS OF GOALS FOR FY 14

1. Contract for weed control on all Village properties (C/100%).
2. Complete ongoing Village Hall roof maintenance (A).
3. Continue Crystal Creek and Foxborough Wetland Maintenance (C/100%).
4. Continue annual upkeep & maintenance of Village Hall Landscaping.
5. Remove approximately 700 ash trees in accordance with our EAB Management Plan (C/100%).
6. Complete reforestation plan for trees removed due to EAB (C/100%).
7. Plant approximately 700 replacement trees in accordance with our EAB Management Plan (C/100%).
8. Continue treatment of approximately 300 ash trees for protection from EAB (C/100%).
9. Re-evaluate/comprise list of 700 ash trees to be removed & replanted in 2015 (C/100%).
10. Continue and improve upkeep of Village entryways (C/100%).
11. Replace or install 20 garbage cans on paths and walkways (C/100%).
12. Replace viewing TV and 20 chairs in Village Hall boardroom (C/100%).
13. Refinish 2 wood entry way welcome signs (C/100%).
14. Replace benches and garbage cans on Crystal Creek walking path (C/100%).
15. Replace landscape brick around Village Hall (C/100%).
16. Paint interior and epoxy floors in Police Department (C/100%).

SIGNIFICANT GOALS FOR FY 15

1. Contract for weed control on all Village properties.
2. Complete ongoing Village Hall roof maintenance.

3. Continue Crystal Creek and Foxborough Wetland Maintenance.
4. Continue annual upkeep & maintenance of Village Hall Landscaping.
5. Remove approximately 900 ash trees in accordance with our EAB Management Plan. *
6. Continue reforestation plan for trees removed due to EAB. *
7. Continue treatment of approximately 300 ash trees for protection from EAB. *
8. Re-evaluate/comprise list of 900 ash trees to be removed & replanted in FY 16.
9. Continue and improve upkeep of Village entryways.
10. Complete building upgrades to Village Hall. *
11. Remove communication tower at Village Hall. *
12. Complete reconfiguration of cable TV room at Village Hall. *
13. Refinish 2 wood entry welcome signs.
14. Complete assessment and repairs to ESDA building on Front St. *
15. Resurface Public Works Department yard and parking area. *
16. Install security cameras at Public Works Department and WWTP facility. *
17. Repair and seal-coat Mokena Crossings and Crystal Creek walking paths.
18. Seal-coat and stripe police facility lots.

***Funding provided in the Capital Improvement, Repair, and Replacement Fund.**

VILLAGE OF MOKENA						
Fiscal 2015 Budget: General Fund						
Dept: Buildings & Grounds [01-108]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
3010	Salaries (Full Time)	\$ 41,656	39,605	43,054	39,387	48,233
3020	Salaries (Part Time)	1,462	4,739	4,955	6,500	7,470
3030	Salaries (Overtime)	-	-	194	300	225
3100	Hospital/Life Insurance	8,506	9,247	9,454	7,905	14,577
	Total	\$ 51,624	53,591	57,657	54,092	70,505
	Commodities					
3230	Conferences, Mtgs. & Seminars	\$ -	-	-	-	-
3240	Membership Dues	25	25	25	25	25
3250	Professional Development	-	-	-	-	-
3280	Clothing & Personal Expense	213	264	200	200	250
3300	Vehicle Expense (Gas)	-	-	-	-	-
3310	Maint: Bldgs, Streets & Grounds	15,867	49,217	41,750	41,750	49,750
3320	Maint: Vehicles & Motor Equip.	2,172	3,389	3,500	3,000	3,500
3330	Small Tools	669	595	600	900	650
3370	Janitorial Supplies	9,385	10,983	10,000	11,950	13,000
3440	Miscellaneous	-	-	-	-	-
3510	Equipment	516	2,524	2,430	2,445	2,600
3520	Furniture	-	-	1,000	1,264	300
	Total	\$ 28,847	66,997	59,505	61,534	70,075
	Contractual Services					
3620	Engineering Services	\$ -	-	-	-	-
3710	Legal Advertising	-	-	-	-	-
3770	Electricity & Gas	2,717	2,988	3,500	3,850	3,500
3780	Telephone	228	183	240	180	240
3850	Equipment Leasing	-	-	-	-	-
3860	Other Contractual Services	128,249	176,137	185,325	171,000	214,775
	Total	\$ 131,194	179,308	189,065	175,030	218,515
	Total Operating Expense	\$ 211,665	299,896	306,227	290,656	359,095
	Capital Outlay					
4030	Improvements - Facilities	\$ 43,198	42,562	24,200	24,800	4,000
4040	Machinery & Equipment	11,118	9,397	8,225	3,360	6,350
4100	Office Furniture	-	-	-	-	6,840
	Total Capital	\$ 54,316	51,959	32,425	28,160	17,190
	Other Financing Uses					
5000	Transfer - Out					
	A. Trf. to Escrow for Muni. Facility	\$ -	-	-	100,000	-
	Total Appropriations	\$ 265,981	351,855	338,652	418,816	376,285

DEPARTMENT Buildings & Grounds

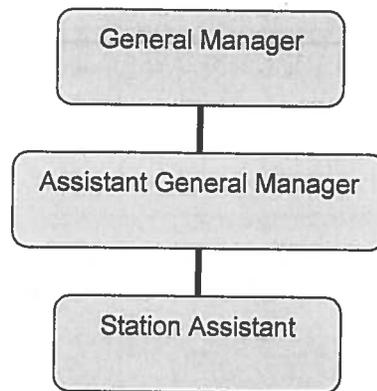
VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) PRIO.	ITEM	FY '14 DEPT. REQUEST	FY '14 BOARD APPROVED	FY '15 DEPT. REQUEST	FY '15 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	100' Power Rodder (50%)	\$ 1,300	\$ 1,300			Base	Replace aging equipment
4040	Sod Cutter (50%)	2,475	2,475			Base	Replace aging equipment
4040	*Sand Pressure Washer	4,450	4,450	\$ 4,450	\$ 4,450	Supp.	Mobile power washer
4040	Monitor for Conference Room			1,900	1,900	Supp.	Monitor for new Admin. Conference Room
4100	Table in Council Chambers			1,360	1,360	Supp.	Administrative Table in Council Chambers
4100	Administrative Chairs in Council Chambers			1,980	1,980	Base	Replace (8) chairs
4100	Stacking Chairs in Council Chambers			1,500	1,500	Base	Replace (50) chairs
4100	Storage Racks for Basement			2,000	2,000	Supp.	Additional (10) storage racks

*Did not purchase in FY '14.

TOTAL	\$8,225	\$13,190
REQUESTS APPROVED	\$8,225	\$13,190

Cable TV Commission Fiscal Year 15



Summary of Basic Functions

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

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

STATUS OF GOALS FOR FY 14

1. Continue to tape community events. (C/100%)
2. Continue to update Village Board meeting introductory segments. (C/100%)
3. Oversee replacement of updated playback system. (C/100%)

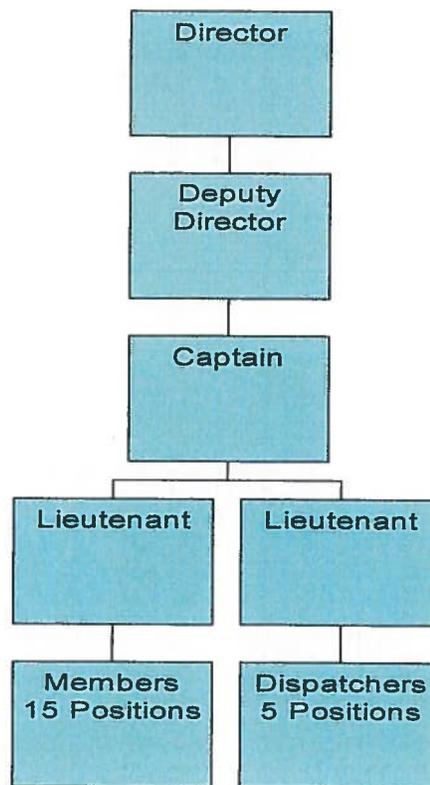
SIGNIFICANT GOALS FOR FY 15

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

3. Coordinate improvements to broadcast studio.
4. Coordinate updated equipment in broadcast studio.

VILLAGE OF MOKENA						
Fiscal 2015 Budget: General Fund						
Dept: Cable TV Commission [01-110]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
3020	Salaries (Part Time)	\$ 8,200	8,117	8,200	8,200	8,200
	<u>Commodities</u>					
3210	Office Supplies	\$ -	77	200	127	200
3230	Conferences, Mtgs. & Seminars	-	-	-	-	-
3300	Vehicle Expense (Gas)	-	-	-	-	-
3440	Miscellaneous	-	-	-	-	-
3510	Equipment	1,135	-	-	-	-
3520	Furniture	-	-	-	-	450
	Total	\$ 1,135	77	200	127	650
	<u>Contractual Services</u>					
3780	Telephone	\$ -	-	-	-	-
3790	Comm./Office Mach. Maint.	-	-	500	-	500
3850	Equipment Leasing	-	-	-	-	-
3860	Other Contractual Services	50	63	50	50	50
	Total	\$ 50	63	550	50	550
	Total Operating Expense	\$ 9,385	8,257	8,950	8,377	9,400
	<u>Capital Outlay</u>					
4040	Machinery & Equipment	\$ -	2,420	12,293	8,926	10,700
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ -	2,420	12,293	8,926	10,700
	Total Appropriations	\$ 9,385	10,677	21,243	17,303	20,100

Emergency Services and Disaster Agency Fiscal Year 15



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 14

1. Work with the National Weather Service to designate the Village of Mokena as a Storm Ready Community. **(CU/70%)**
2. Provide Emergency Preparedness and Disaster presentations on various topics every 60 days. **(C/100%)**
3. Maintain ongoing FEMA online training courses for all members. **(C/100%)**
4. Maintain regular schedule of public safety patrols **(C/100%)**
5. Maintain traffic and crowd management support for civic events. **(C/100%)**
6. Provide assistance to all Departments with the VHF radio frequency re-banding project. **(C/100%)**

SIGNIFICANT GOALS FOR FY 15

1. Work with the National Weather Service to designate the Village of Mokena as a Storm Ready Community.
2. Provide Emergency Preparedness and Disaster presentations on various topics every 60 days.
3. Maintain ongoing FEMA online training courses for all members.
4. Maintain regular schedule of public safety patrols
5. Maintain traffic and crowd management support for civic events.
6. Incorporate Ham Operators for emergency communications.
7. Conduct community outreach programs for local citizen groups.

VILLAGE OF MOKENA
Fiscal 2015 Budget: Audit Fund
Summary

	Actual	Actual	Budgeted	Estimated	Board App.
<u>Revenues</u>	<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
Taxes	\$ 5,995	5,897	5,450	5,667	5,663
Other Revenue	140	153	150	160	160
Total Revenue	\$ 6,135	6,050	5,600	5,827	5,823
Opening Cash Balance	\$ 16,816	17,651	17,978	18,251	18,528
Total Available for Spending	\$ 22,951	23,701	23,578	24,078	24,351
<u>Appropriations</u>	<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>
Contractual Services	\$ 5,300	5,450	5,550	5,550	5,655
Total Appropriations	\$ 5,300	5,450	5,550	5,550	5,655
Ending Fund Balance	\$ 17,651	18,251	18,028	18,528	18,696

VILLAGE OF MOKENA
Fiscal 2015 Budget: Audit Fund
Revenue [02]

		<u>Actual Fiscal '12</u>	<u>Actual Fiscal '13</u>	<u>Budgeted Fiscal '14</u>	<u>Estimated Fiscal '14</u>	<u>Board App. Fiscal '15</u>
200	<u>Taxes</u>					
2010	Property Tax	\$ 5,995	5,897	5,450	5,667	5,663
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 140	153	150	160	160
	Revenue Grand Total	\$ 6,135	6,050	5,600	5,827	5,823
	Opening Cash Balance	\$ 16,816	17,651	17,978	18,251	18,528
	Total Available for Spending	\$ 22,951	23,701	23,578	24,078	24,351

Appropriations [02-116]

		<u>Actual Fiscal '12</u>	<u>Actual Fiscal '13</u>	<u>Budgeted Fiscal '14</u>	<u>Estimated Fiscal '14</u>	<u>Board App. Fiscal '15</u>
	<u>Contractual Services</u>					
3610	Accounting Services	\$ 5,300	5,450	5,550	5,550	5,655

TOURISM FUND

Fiscal Year 15

SUMMARY OF BASIC FUNCTION

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

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



VILLAGE OF MOKENA
Fiscal 2015 Budget: Special Tax Allocation Fund
Summary

	Actual	Actual	Budgeted	Estimated	Board App.
	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
Revenues					
Taxes	\$ 21,569	23,804	24,293	30,259	35,138
Other Revenue	108	312	400	535	800
Total Revenue	\$ 21,677	24,116	24,693	30,794	35,938
Opening Cash Balance	\$ 7,455	27,615	44,612	50,077	79,150
Total Available for Spending	\$ 29,132	51,731	69,305	80,871	115,088
Appropriations					
Commodities	\$ -	79	100	86	100
Contractual Services	1,517	1,575	1,707	1,635	1,771
Total Appropriations	\$ 1,517	1,654	1,807	1,721	1,871
Ending Fund Balance	\$ 27,615	50,077	67,498	79,150	113,217

VILLAGE OF MOKENA						
Fiscal 2015 Budget: School Crossing Guard Fund						
<u>Revenue [07]</u>						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
200	Taxes					
2010	Property Tax	\$ 23,409	26,361	25,913	25,988	26,989
290	Other Revenue					
2910	Interest Earnings	238	252	240	260	250
	Revenue Grand Total	\$ 23,647	26,613	26,153	26,248	27,239
	Opening Cash Balance	\$ 26,606	26,600	27,704	28,136	28,674
	Total Available for Spending	\$ 50,253	53,213	53,857	54,384	55,913
<u>Appropriations [07-121]</u>						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
	Personal Services					
3020	Salaries (Part Time)	\$ 22,961	23,747	24,583	24,583	25,446
3040	Unemployment Contribution	319	488	600	477	500
	Total	\$ 23,280	24,235	25,183	25,060	25,946
	Commodities					
3280	Clothing & Personal Expense	\$ 323	779	700	600	700
3340	Traffic & Street Sign Material	-	-	150	-	150
3440	Miscellaneous	50	63	50	50	50
	Total	\$ 373	842	900	650	900
	Contractual Services					
3710	Legal Advertising	\$ -	-	200	-	200
	Total Appropriations	\$ 23,653	25,077	26,283	25,710	27,046

IMRF/FICA/MC FUND

Fiscal Year 15

SUMMARY OF BASIC FUNCTION

Illinois Municipal Retirement Fund:

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

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

The retirement plan IMRF offers is a defined benefit plan. In a defined benefit plan, the amount of the retirement benefit is based on a member's final salary and his/her years of service. Under Tier 1, an IMRF employee must complete eight years of service to be vested. Under Tier 2, an IMRF employee must complete ten years of service to be vested. The employee contributes 4.5% of their salary to IMRF. The Village's contribution rate changes annually based on actuarial assumptions and is funded through the property tax levy. The rate for July 2014 through December 2014 is 13.66% and the rate for January 2015 through June 2015 is 13.79%.

Social Security and Medicare:

Social Security and Medicare taxes are calculated using the employee's gross salary. The gross wage is not reduced for IMRF or Police Pension contributions. In Fiscal 2015, the rate for social security is 6.2% and is paid by both the employee and employer 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.

POLICE PENSION FUND

Fiscal Year 15

SUMMARY OF BASIC FUNCTION

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

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

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

The Pension Board is responsible for maintaining and managing the retirement assets accumulated from the financial contributions by both the active police officers, as well as the Village of Mokena. The active police officers contribute 9.91% of their salary to the Police Pension Fund. The Village's contribution to the Police Pension Fund is through the property tax levy, which equates to approximately 31% of total annual salaries for full time sworn police personnel.

VILLAGE OF MOKENA						
Fiscal 2015 Budget: State Motor Fuel Tax Fund						
<u>Revenue [11]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
240	Intergovernmental Rev. - State					
2430	Motor Fuel Tax Allotment	\$ 565,857	554,123	540,964	648,136	475,382
290	Other Revenue					
2910	Interest Earnings	\$ 437	592	600	135	150
2940	Interfund Revenue	-	-	-	-	-
2970	Miscellaneous Revenue	-	-	-	-	-
	Total	\$ 437	592	600	135	150
	Revenue Grand Total	\$ 566,294	554,715	541,564	648,271	475,532
	Opening Cash Balance	\$ 424,743	621,273	810,067	853,870	704,729
	Total Available for Spending	\$ 991,037	1,175,988	1,351,631	1,502,141	1,180,261
<u>Appropriations [11-125]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
	Personal Services					
3030	Salaries (Overtime)	\$ 30,710	48,443	105,614	159,905	107,360
	Commodities					
3310	Maint: Bldgs, Streets & Grounds	\$ 32,750	31,540	33,000	28,000	33,000
3380	Salt	187,798	158,556	135,000	153,087	351,000
3440	Miscellaneous	-	-	-	-	-
	Total	\$ 220,548	190,096	168,000	181,087	384,000
	Contractual Services					
3620	Engineering Services	\$ -	476	4,500	4,764	-
3860	Other Contractual Services	67,778	83,103	78,615	90,000	88,170
3970	Tree Removal/Replacement	50,728	-	-	-	-
	Total	\$ 118,506	83,579	83,115	94,764	88,170
	Capital Outlay					
4010	Improvements - Streets & Alleys	\$ -	-	452,465	361,656	25,241
4020	Improvements - Other	-	-	-	-	-
	Total	\$ -	-	452,465	361,656	25,241
	Total Appropriations	\$ 369,764	322,118	809,194	797,412	604,771

REFUSE FUND

Fiscal Year 15

SUMMARY OF BASIC FUNCTION

Residential refuse pick-up is contracted through Nu-Way Disposal Service. Approximately 6,650 customers currently receive service on a weekly basis with over 345,000 pickups annually by NuWay Disposal. Residents are invoiced monthly on their water and sewer bill to fully fund these services and submit a combined payment to the Village for the above mentioned services.

This year's budget includes provisions for the continued operation of a Curb Side Recycling Program, yearly senior discounts of approximately \$26 and free leaf and branch pickup.



VILLAGE OF MOKENA						
Fiscal 2015 Budget: Refuse Fund						
<u>Revenue [15]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
260	Charges for Service					
2710	Refuse Collection Charges	\$ 1,152,062	1,175,032	1,188,880	1,202,750	1,229,544
290	Other Revenue					
2910	Interest Earnings	\$ 1,133	1,361	1,200	1,400	1,400
2970	Miscellaneous Revenue	5,388	5,384	5,350	5,233	5,120
	Total	\$ 6,521	6,745	6,550	6,633	6,520
	Revenue Grand Total	\$ 1,158,583	1,181,777	1,195,430	1,209,383	1,236,064
	Opening Cash Balance	\$ 117,862	135,518	130,690	151,484	151,916
	Total Available for Spending	\$ 1,276,445	1,317,295	1,326,120	1,360,867	1,387,980
<u>Appropriations [15-129]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
	Commodities					
3450	Public Relations	\$ 11,655	8,820	14,805	14,805	14,805
	Contractual Services					
3610	Accounting Services	\$ 250	255	260	260	265
3730	Refuse Service	1,085,780	1,112,629	1,140,253	1,140,240	1,181,866
3840	Interfund Service Charge	43,242	44,107	44,989	44,989	44,989
	Total	\$ 1,129,272	1,156,991	1,185,502	1,185,489	1,227,120
	Capital Outlay					
4040	Machinery & Equipment	\$ -	-	8,950	8,657	-
	Total Appropriations	\$ 1,140,927	\$ 1,165,811	\$ 1,209,257	\$ 1,208,951	\$ 1,241,925

VILLAGE OF MOKENA					
Fiscal 2015 Budget: Water & Sewer Fund					
Summary					
	Actual	Actual	Budgeted	Estimated	Board App.
Revenues	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
Water Department	\$ 3,712,964	4,347,064	4,289,328	4,413,743	4,725,389
Sewer Department	1,873,456	1,913,827	1,838,983	1,874,861	1,858,810
Total Revenue	\$ 5,586,420	6,260,891	6,128,311	6,288,604	6,584,199
Opening Cash Balance:					
Water Dept. - Operating	\$ 1,257,732	1,247,308	1,366,055	1,374,685	1,343,560
Water Dept. - Encumbered Res.	-	-	-	-	-
Sewer Dept. - Operating	418,385	489,856	537,674	586,172	593,091
Sewer Dept. - Encumbered Res.	-	-	-	-	-
Total Opening Cash Balance	\$ 1,676,117	1,737,164	1,903,729	1,960,857	1,936,651
Total Cash Available	\$ 7,262,537	7,998,055	8,032,040	8,249,461	8,520,850
Less: Water - Encum. Res.	\$ -	-	-	-	-
Sewer - Encum. Res.	-	-	-	-	-
Total Available for Spending	\$ 7,262,537	7,998,055	8,032,040	8,249,461	8,520,850
Appropriations					
	Actual	Actual	Budgeted	Estimated	Board App.
	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
Water Department	\$ 3,723,388	4,219,687	4,522,901	4,444,868	4,881,484
Sewer Department	1,801,985	1,817,511	1,967,935	1,867,942	2,028,536
Total Appropriations	\$ 5,525,373	6,037,198	6,490,836	6,312,810	6,910,020
Ending Cash Balance:					
Water Dept. - Operating	\$ 1,247,308	1,374,685	1,132,482	1,343,560	1,187,465
Sewer Dept. - Operating	489,856	586,172	408,722	593,091	423,365
Total Operating Cash	\$ 1,737,164	1,960,857	1,541,204	1,936,651	1,610,830
Water Dept. - Encumbered Res.	\$ -	-	-	-	-
Sewer Dept. - Encumbered Res.	-	-	-	-	-
Total Encumbered Reserves	\$ -	-	-	-	-
Total Ending Fund Balance	\$ 1,737,164	1,960,857	1,541,204	1,936,651	1,610,830

WATER OPERATING FUND BUDGET SUMMARY

REVENUE

Current FY 14

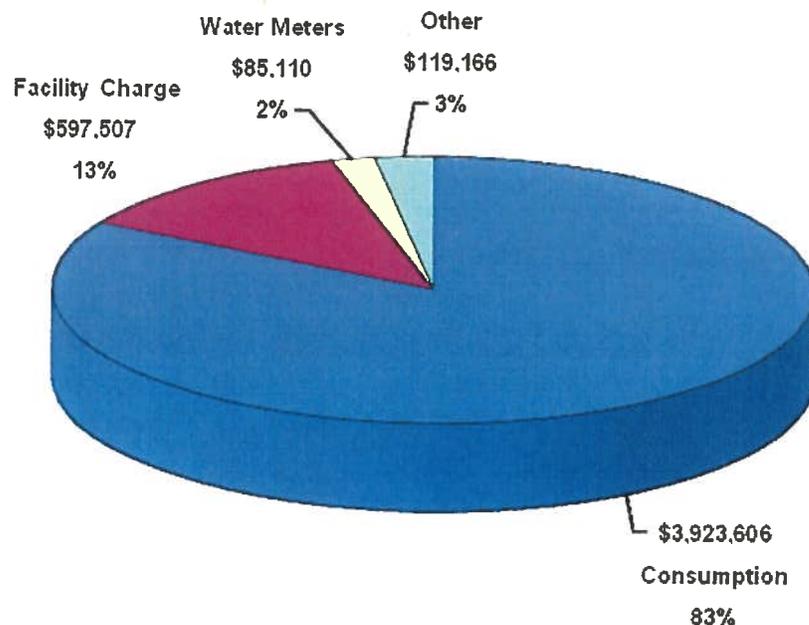
Estimated FY 14 revenues are anticipated to be above budget by approximately \$124K. This is primarily due to an increase in the water rate \$74K, facility charges \$5K, meter installation \$28K, other charges, interest earnings and miscellaneous income \$18K.

Proposed FY 15

FY 15 revenues are budgeted to increase above FY 14 levels by approximately \$436K. This is primarily due to the anticipated water rate increasing which includes the lake water costs being passed down by the City of Chicago and the Oak Lawn system improvements \$349K. In addition, there are increases associated with building construction which include water meters \$59K and public improvement inspection fees \$19K.

Total water revenues for FY 15 are budgeted at \$4,725,389. 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 14

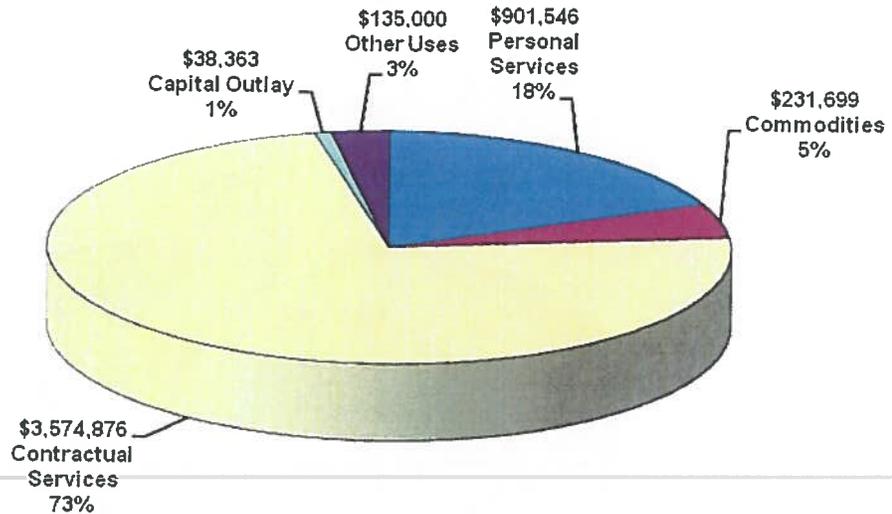
Estimated FY 14 expenditures are anticipated to be approximately (\$78K) less than budgeted. This is mainly attributable to savings in personnel costs (\$66K) and contingency line item not being utilized (\$100K).

Proposed FY 15

FY 15 water operating fund expenditures are proposed to increase above FY 14 levels by approximately \$359K. This is mainly attributable to increases in water meters \$38K and water costs \$324K.

Total water expenses are budgeted at \$4,881,484. 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 14

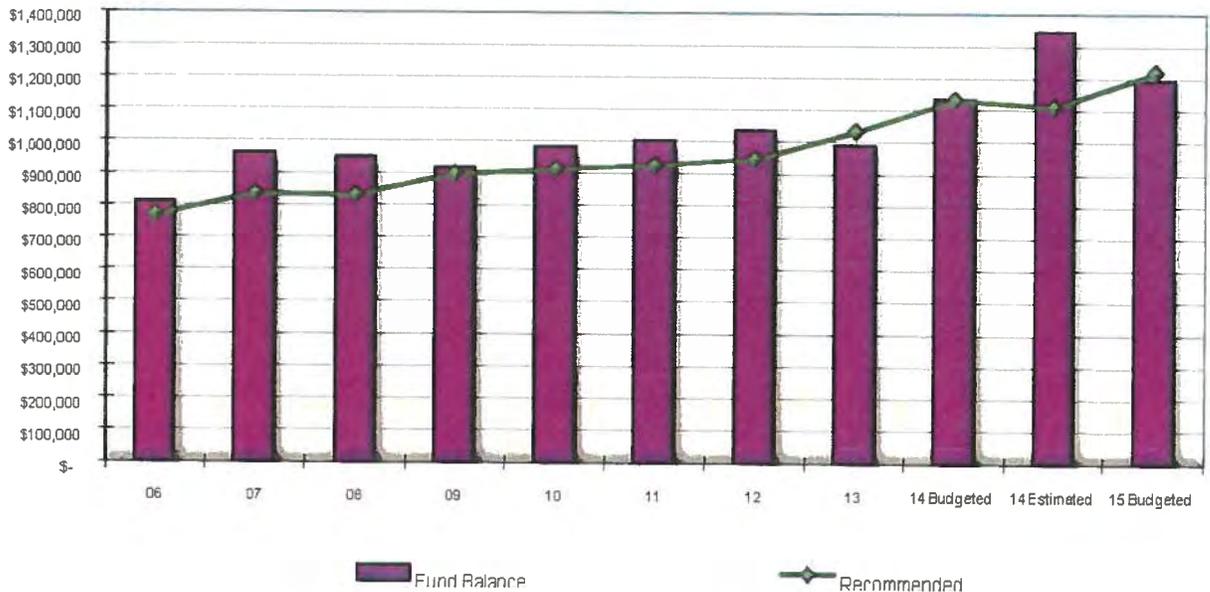
You will note the FY 14 Water Operating Fund estimated ending fund balance to be approximately \$1.34M. This is above the budgeted FY 14 balance by approximately \$211K. The rationale for this higher than projected year end cash position is as follows:

The actual FY 13 Year End Fund Balance was approximately \$9K above anticipated. Additionally, FY 14 revenues are anticipated to be \$124K above budget and FY 14 expenditures are forecasted to be below budget levels by approximately (\$78K).

Proposed FY 15

Below you will note the cash position of the Water Enterprise Fund for the last several budget cycles along with Proposed FY 15 levels. The proposed FY 15 year end balance is \$1.187M 24% which is just below 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 06-15 Budgets



STATUS OF GOALS FOR FY 14

1. Complete Village-wide water main leak survey **(100%)**.
2. Paint 300 fire hydrants throughout the Village **(100%)**.
3. Inspect all new commercial buildings throughout the Village for proper sprinkler meter installations **(100%)**.
4. Provide “in-house” monthly safety training to all water department personnel. (Tool box talks) **(100%)**.
5. Seal-coat blacktop at South & East Towers, Well 5 and 3 lift stations **(100%)**.
6. Replace 10 light fixtures on the 187th Street pump station building **(100%)**.
7. Continue program to Locate, exercise and map 300 watermain valves within the distribution system **(100%)**.
8. Replace Third Street & Midland Avenue six inch water main with new eight inch water main in distribution system **(100%)**.

SIGNIFICANT GOALS FOR FY 15

1. Complete Village wide water main leak survey.
 2. Paint 300 fire hydrants throughout the Village.
 3. Inspect all new commercial buildings throughout the Village for proper sprinkler meter installations.
 4. Provide “in-house” monthly safety training to all water department personnel. (Tool box talks).
 5. Evaluate meter reading equipment for 2016 replacement.
-
6. Install 8” water valve at Revere & Midland.
 7. Continue program to locate, exercise and map 300 watermain valves within the distribution system.
 8. Seal and coat driveways at pump houses and towers.
 9. Clean west tower.

10. Complete design engineering for Wolf Road water main replacement in 2016.
11. Complete feasibility study for Bonness tower alternatives to improve water system pressure.

VILLAGE OF MOKENA					
Fiscal 2015 Budget: Water Department					
Summary					
	Actual	Actual	Budgeted	Estimated	Board App.
Revenues	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
Charges for Service	\$ 3,677,576	4,316,613	4,265,939	4,372,952	4,684,823
Other Revenue	35,388	30,451	23,389	40,791	40,566
Total Revenue	\$ 3,712,964	4,347,064	4,289,328	4,413,743	4,725,389
Opening Cash Balance:					
Operating Balance	\$ 1,257,732	1,247,308	1,366,055	1,374,685	1,343,560
Encumbered Reserve Balance	\$ -	-	-	-	-
Total Cash Balance	\$ 4,970,696	5,594,372	5,655,383	5,788,428	6,068,949
Less: Encum. Reserves	\$ -	-	-	-	-
Total Available for Spending	\$ 4,970,696	5,594,372	5,655,383	5,788,428	6,068,949
	Actual	Actual	Budgeted	Estimated	Board App.
Appropriations	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
Personal Services	\$ 871,365	888,096	905,546	839,875	901,546
Commodities	167,422	214,283	186,806	213,180	231,699
Contractual Services	2,647,625	3,035,294	3,212,519	3,264,308	3,574,876
Capital Outlay	1,976	47,014	83,030	92,505	38,363
Other Financing Uses	35,000	35,000	135,000	35,000	135,000
Total Appropriations	\$ 3,723,388	4,219,687	4,522,901	4,444,868	4,881,484
Ending Operating Balance	\$ 1,247,308	1,374,685	1,132,482	1,343,560	1,187,465
Encumbered Reserve Balance	\$ -	-	-	-	-
Ending Fund Balance	\$ 1,247,308	1,374,685	1,132,482	1,343,560	1,187,465

VILLAGE OF MOKENA						
Fiscal 2015 Budget: Water Department						
Appropriations [16-130]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
3010	Salaries (Full Time)	\$ 560,964	568,001	580,223	530,343	589,270
3020	Salaries (Part Time)	1,088	5,061	4,830	6,000	7,140
3030	Salaries (Overtime)	21,203	20,863	18,482	24,000	21,043
3040	Unemployment Contribution	2,198	2,539	2,853	1,596	2,252
3050	FICA Contribution	35,585	36,424	37,419	34,519	38,282
3051	Medicare Contribution	8,328	8,523	8,751	8,078	8,953
3060	Workmen's Compensation	26,434	23,744	28,643	26,547	23,162
3070	IMRF Contribution	78,054	85,795	82,502	77,000	83,796
3100	Hospital/Life Insurance	137,511	137,146	141,843	131,792	127,648
	Total	\$ 871,365	888,096	905,546	839,875	901,546
	<u>Commodities</u>					
3210	Office Supplies	\$ 1,250	1,684	1,710	2,600	2,600
3220	Postage	22,722	23,631	20,540	20,055	20,735
3230	Conferences, Mtgs. & Seminars	50	323	1,450	1,000	1,690
3240	Membership Dues	479	508	664	557	823
3250	Professional Development	449	1,226	500	200	533
3260	Publications	241	30	30	33	35
3270	Liability Insurance	24,735	20,805	19,028	19,674	17,603
3280	Clothing & Personal Expenses	2,848	3,022	3,900	3,300	3,850
3290	Printing	3,860	2,731	4,280	4,504	5,535
3300	Vehicle Expense (Gasoline)	19,729	21,305	25,875	22,500	25,875
3310	Maint. - Bldgs., Sts., & Grnds.	9,128	6,723	9,020	8,700	9,600
3320	Maint. - Vehicles & Motor Equip.	7,452	8,847	7,200	7,000	7,200
3330	Small Tools	734	376	425	425	2,255
3360	Repair Materials	10,155	18,142	17,250	14,250	19,220
3380	Stone & Sand	3,953	3,270	3,000	3,300	3,500
3410	Water Meters - New Construction	16,578	47,590	25,040	57,737	64,910
3411	Water Meters - Replacements	30,151	33,896	34,275	34,275	32,280
3440	Miscellaneous	351	3,835	804	804	800
3450	Public Relations	6,775	8,498	3,500	3,200	3,200
3460	Chemicals	3,224	3,714	2,825	1,850	3,000
3510	Equipment	2,558	4,127	4,820	6,795	6,455
3520	Furniture	-	-	670	421	-
	Total	\$ 167,422	214,283	186,806	213,180	231,699

		VILLAGE OF MOKENA				
		Fiscal 2015 Budget: Water Department				
		<u>Appropriations [16-130]</u>				
		Actual	Actual	Budgeted	Estimated	Board App.
<u>Contractual Services</u>		Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
3610	Accounting Services	\$ 2,150	2,525	2,575	2,575	2,620
3620	Engineering Services	-	16,800	17,300	16,800	17,300
3630	Legal Services	37	1,738	750	-	750
3640	Physical Exams	-	-	100	-	100
3690	Computer Program./Maint.	15,605	17,292	16,304	15,500	29,000
3710	Legal Advertising	-	97	200	-	100
3750	Public Officials Ins./Bonding	-	61	-	-	-
3770	Electricity & Gas	91,627	62,407	84,000	66,000	79,200
3780	Telephone	15,929	19,304	19,123	19,331	20,980
3790	Comm./Office Machine Maint.	319	356	425	425	865
3840	Interfund Service Charge	77,216	78,760	80,335	80,335	80,335
3850	Leased Equipment	614	684	751	650	751
3860	Other Contractual Services	91,630	136,323	136,302	136,302	163,232
3870	Auto Mileage & Expense Reimb.	23	42	141	247	264
3890	Bond Principal	290,000	295,000	300,000	300,000	310,000
3900	Bond Interest	82,013	75,425	67,988	67,988	59,588
3910	Utility Deposit Refunds	-	-	100	-	100
3950	Contractual Payments	259,408	273,088	273,155	273,155	273,111
3960	Lake Water Costs	1,721,054	2,055,392	2,212,970	2,285,000	2,536,580
3961	Joint System Maintenance	-	-	-	-	-
Total		\$ 2,647,625	3,035,294	3,212,519	3,264,308	3,574,876
Total Operating Expenses		\$ 3,686,412	4,137,673	4,304,871	4,317,363	4,708,121
<u>Capital Outlay</u>						
4020	Improvements - Other	\$ -	-	-	-	-
4030	Improvements - Facilities	-	-	-	-	-
4040	Machinery & Equipment	1,976	16,594	50,530	49,500	11,363
4050	Improvements & Extensions	-	-	-	-	-
4080	Vehicle Acquisition	-	30,420	32,500	43,005	27,000
4100	Office Furniture	-	-	-	-	-
Total		\$ 1,976	47,014	83,030	92,505	38,363
<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	35,000
Total		\$ 35,000	35,000	135,000	35,000	135,000
Total Appropriations		\$ 3,723,388	4,219,687	4,522,901	4,444,868	4,881,484

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) PRIO.	ITEM	FY '14 DEPT. REQUEST	FY '14 BOARD APPROVED	FY '15 DEPT. REQUEST	FY '15 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	6'x6' Trench Box	\$ 5,100	\$ 5,100			Supp.	Safety trench box for excavations
4040	Utility Line Locator	3,780	3,780			Base	Replace aging equipment
4040	(4) Meter Vault Ventilators	9,500	9,500			Supp.	Circulate air to reduce corrosion
4040	Recirculation Pump	1,800	1,800			Base	Replace pump at South Tower
4040	SCADA Laptop	1,500	1,500			Supp.	Additional SCADA Laptop
4040	Combination Excavator & Attachments (25%)	16,600	16,000			Base	Excavating water & sewer repairs
4040	Auto-Flushing Device	3,300	3,300			Supp.	Whisper Creek-used to flush dead end water line
4040	Folding/Inserting System (1/3)	3,950	3,950			Supp.	Folding/inserting for new utility bill invoice
4040	Computer Upgrades	5,000	5,000			Base	Upgrades: AS400, Administrative Server, Network and Server at WWTP, Cabling, and Misc. Costs
4080	Utility Van (50%)	14,000	14,000			Base	Replace WS I
4080	Pickup w/Plow & Liftgate (50%)	18,500	18,500			Base	Replace WS II
4040	Paint Gun for Hydrants			\$ 2,738	\$ 2,738	Supp.	To paint hydrants
4040	Recirculation pump			2,000	2,000	Base	Replacement pump For Bonness Water Tower

TOTAL See Page 2

See Page 2

REQUESTS APPROVED

See Page 2

See Page 2

SEWER OPERATING FUND BUDGET SUMMARY

REVENUES

Current FY 14

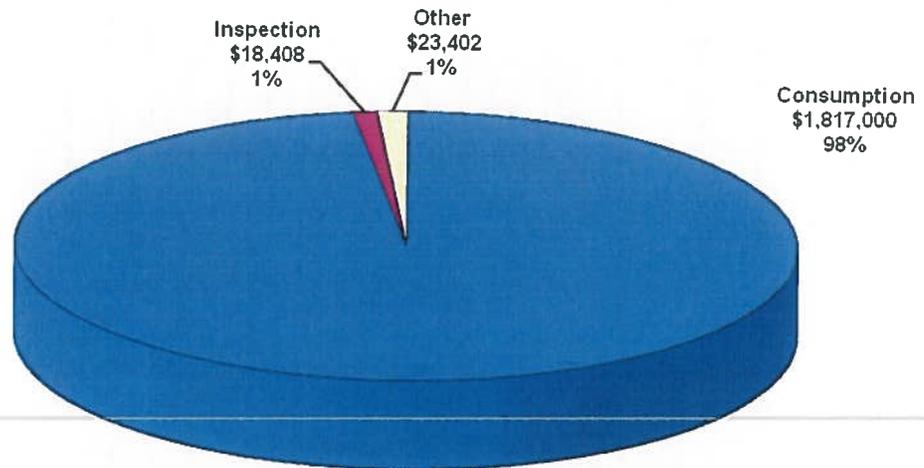
Estimated FY 14 revenues are anticipated to be more than budget by approximately \$36K. Customer billables were above projection \$10K with sewer inspections and other revenues being up \$26K.

Proposed FY 15

FY 15 revenues are budgeted to be more than FY 14 levels by approximately \$20K. This is mainly attributable to increases associated with building construction which include sewer inspection and public improvement inspection fees \$23K.

Total Sewer Revenues for FY 14 are budgeted at \$1,858,810. 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



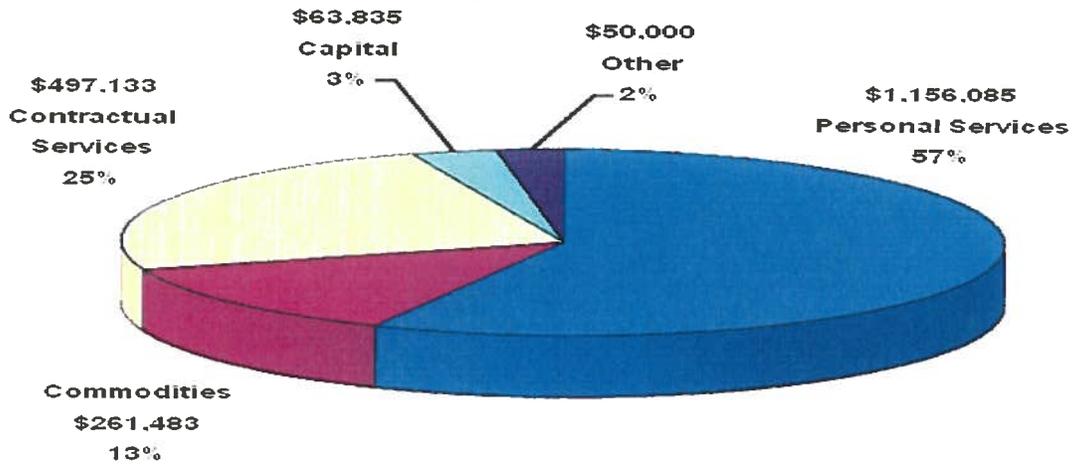
EXPENDITURES

Current FY 14 Estimated FY 14 expenditures are anticipated to be (\$100K) below budget. This is mainly attributable to a savings in personnel costs (\$64K) and the contingency line item not being utilized (\$50K).

Proposed FY 15 FY 15 sewer fund expenditures are proposed to increase above FY 14 budget levels by approximately \$61K. This is primarily due to increases in personnel costs \$6K, chemicals \$15K, sludge removal \$8K, electricity & gas \$11K, and other contractual services \$12K.

Total FY 15 sewer expenses are budgeted at \$2,028,536. 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 14

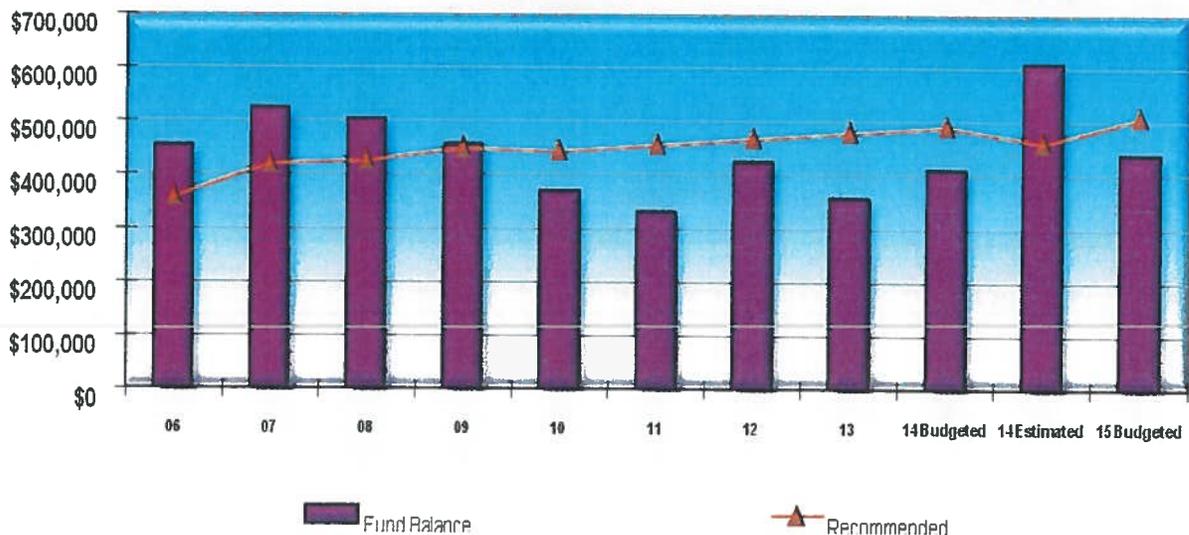
You will note the FY 14 Sewer Operating Fund estimated ending fund balance to be approximately \$593K. This is above the budgeted FY 14 balance by approximately \$184K. The rationale for this higher than projected year end cash position is as follows:

The Actual FY 13 Year End Fund Balance was approximately \$48K above anticipated. Additionally, FY 14 revenues are anticipated to be \$36K more than budgeted and FY 14 expenditures are forecasted to be below budget levels by approximately (\$100K).

Proposed FY 15

Below you will note the cash position of the Sewer Enterprise fund for the last several budget cycles along with Proposed FY 15 levels. This fund has been under constant pressure over the past few years. Rate adjustments were implemented in FY 06, FY 07, FY 09, FY 10, and FY 13 all softening the flattening consumption trends. The Proposed FY 15 fund balance is \$423K or 21% which 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 06-15**



STATUS OF GOALS FOR FY 14

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 FY 14 (C/100%).
3. Vacuum, jet, and clean grease from wet wells and (6) lift stations (C/100%).
4. Closely monitor WWTP flows and determine a timeframe to bid the plant expansion project (C/100%).
5. Evaluate sludge drying process alternatives for replacement of Alar Machine (C/100%).
6. Complete improvements to the Excess Flow Facility on Wolf Road (C/100%).
7. Continue program to inspect and map 450 manholes within the collection system(C/100%).
8. Provide “in-house” monthly safety training to all sewer department personnel. (Tool Box talks) (C/100%).
9. Reline and repair 250 manholes based on the ongoing inventory and inspection program (D/20%).
10. Smoke testing of sanitary sewers in Marilyn Estates, Brightway, Forestview, The Oaks, Tara Hills, White Pines, and Tall Grass subdivisions (C/100%).

SIGNIFICANT GOALS FOR FY 15

1. Replacement of 10 evergreen trees on the WWTP property.
2. Continue manhole rehabilitation program. A total of 50 manholes will be rehabilitated by staff in FY15.
3. Vacuum, jet, and clean grease from wet wells and (6) lift stations.
4. Closely monitor WWTP flows and determine a timeframe to bid the plant expansion project.
5. Evaluate & complete feasibility study for replacement of sludge drying process as a part of the future plant expansion for 2016.
6. Seal coat & strip at WWTP.

Sewer Operating Fund Summary

Page 5

7. Continue program to inspect and map 450 manholes within the collection system.
8. Provide “in-house” monthly safety training to all sewer department personnel. (Tool Box talks)
9. Bid for contractor to reline 200 manholes based on the ongoing capital inventory, inspection and repair program.
10. Smoke testing of sanitary sewers in Grasmere, Marilyn Estates, Brightway, Forestview, The Oaks, Tara Hills, White Pines, and Tall Grass subdivisions.

VILLAGE OF MOKENA					
Fiscal 2015 Budget: Sewer Department					
Summary					
	Actual	Actual	Budgeted	Estimated	Board App.
Revenues	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
Charges for Service	\$ 1,686,991	1,899,715	1,831,868	1,856,344	1,835,408
Other Revenue	186,465	14,112	7,115	18,517	23,402
Total Revenue	\$ 1,873,456	1,913,827	1,838,983	1,874,861	1,858,810
Opening Cash Balance:					
Operating Balance	\$ 418,385	489,856	537,674	586,172	593,091
Encumbered Reserve Balance	-	-	-	-	-
Total Cash Balance	\$ 2,291,841	2,403,683	2,376,657	2,461,033	2,451,901
Less: Encum. Reserves	\$ -	-	-	-	-
Total Available for Spending	\$ 2,291,841	2,403,683	2,376,657	2,461,033	2,451,901
	Actual	Actual	Budgeted	Estimated	Board App.
Appropriations	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
Personal Services	\$ 1,098,652	1,124,778	1,149,590	1,085,773	1,156,085
Commodities	225,456	243,605	242,009	251,840	261,483
Contractual Services	477,877	417,469	459,136	447,817	497,133
Capital Outlay	-	31,659	67,200	82,512	63,835
Other Financing Uses	-	-	50,000	-	50,000
Total Appropriations	\$ 1,801,985	1,817,511	1,967,935	1,867,942	2,028,536
Ending Operating Balance	\$ 489,856	586,172	408,722	593,091	423,365
Encumbered Reserve Balance	\$ -	-	-	-	-
Ending Fund Balance	\$ 489,856	586,172	408,722	593,091	423,365

VILLAGE OF MOKENA						
Fiscal 2015 Budget: Sewer Department						
Revenue [16]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
260	Charges For Service					
2620	Sewer Charges	\$ 1,665,928	1,864,760	1,817,000	1,827,033	1,817,000
2680	Sewer Inspection Fees	21,063	34,955	14,868	29,311	18,408
	Total	\$ 1,686,991	1,899,715	1,831,868	1,856,344	1,835,408
290	Other Revenue					
2910	Interest Earnings	\$ 3,121	3,410	3,000	3,880	3,500
2940	Interfund Revenue - (From)					
	A. Escrow - 187th & Wolf Utility	171,164	-	-	-	-
2970	Miscellaneous Income	12,180	10,702	4,115	14,637	19,902
	Total	\$ 186,465	14,112	7,115	18,517	23,402
	Revenue Grand Total	\$ 1,873,456	1,913,827	1,838,983	1,874,861	1,858,810
	Opening Cash Balance:					
	Operating Balance	\$ 418,385	489,856	537,674	586,172	593,091
	Encumbered Reserve Balance	\$ -	-	-	-	-
	Total Cash Available	\$ 2,291,841	2,403,683	2,376,657	2,461,033	2,451,901
	Less: Encum. Res. Balance	\$ -	-	-	-	-
	Total Available for Spending	\$ 2,291,841	2,403,683	2,376,657	2,461,033	2,451,901

VILLAGE OF MOKENA						
Fiscal 2015 Budget: Sewer Department						
Appropriations [16-131]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
3010	Salaries (Full Time)	\$ 723,569	729,446	747,223	697,342	763,118
3020	Salaries (Part Time)	1,088	5,061	4,830	6,000	7,140
3030	Salaries (Overtime)	21,203	20,863	18,482	24,000	21,043
3040	Unemployment Contribution	2,892	33,265	3,678	2,066	2,902
3050	FICA Contribution	45,390	16,161	47,773	45,095	49,061
3051	Medicare Contribution	10,621	10,800	11,173	10,550	11,474
3060	Workmen's Compensation	31,112	27,946	33,713	31,246	27,262
3070	IMRF Contribution	99,677	107,662	105,514	100,084	107,665
3100	Hospital/Life Insurance	163,100	173,574	177,204	169,390	166,420
	Total	\$ 1,098,652	1,124,778	1,149,590	1,085,773	1,156,085
	<u>Commodities</u>					
3210	Office Supplies	\$ 1,250	1,684	1,710	2,600	2,600
3220	Postage	21,250	22,820	19,540	18,452	19,635
3230	Conferences, Mtgs. & Seminars	549	725	1,245	725	1,360
3240	Membership Dues	97	84	197	127	354
3250	Professional Development	-	1,226	500	200	533
3260	Publications	241	30	30	33	35
3270	Liability Insurance	41,756	35,119	32,121	33,212	29,715
3280	Clothing & Personal Expenses	2,848	3,023	3,900	3,300	3,850
3290	Printing	3,733	2,506	3,850	4,020	5,060
3300	Vehicle Expense (Gasoline)	20,396	21,837	25,875	21,500	25,875
3310	Maint. - Bldgs., Sts., & Grnds.	9,829	9,097	9,000	11,000	10,200
3320	Maint. - Vehicles & Motor Equip.	8,060	8,717	7,200	7,000	7,200
3330	Small Tools	411	781	715	594	1,845
3360	Repair Materials	780	891	2,000	1,600	2,000
3370	Janitorial Supplies	2,665	3,959	3,000	3,200	3,500
3380	Stone & Sand	-	1,304	1,000	982	1,000
3440	Miscellaneous	351	1,027	804	804	800
3460	Chemicals	109,708	127,600	125,222	140,000	140,666
3510	Equipment	1,532	754	3,430	2,070	5,080
3520	Furniture	-	421	670	421	175
	Total	\$ 225,456	243,605	242,009	251,840	261,483

VILLAGE OF MOKENA						
Fiscal 2015 Budget: Sewer Department						
Appropriations [16-131]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Contractual Services</u>	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
3610	Accounting Services	\$ 2,500	2,170	2,210	2,210	2,250
3620	Engineering Services	-	18,450	18,950	18,450	18,950
3630	Legal Services	37	145	250	-	250
3640	Physical Exams	85	-	100	-	100
3690	Computer Program./Maint.	15,606	17,369	16,304	15,500	21,500
3700	Sludge Removal	63,410	53,621	57,675	65,000	65,660
3710	Legal Advertising	-	-	100	-	100
3750	Public Officials Ins./Bonding	-	61	-	-	-
3770	Electricity & Gas	251,530	166,234	203,500	183,000	214,600
3780	Telephone	3,932	4,207	5,313	5,654	6,276
3790	Comm./Office Machine Maint.	318	356	425	188	865
3840	Interfund Service Charge	77,216	78,760	80,335	80,335	80,335
3850	Leased Equipment	614	684	751	650	751
3860	Other Contractual Services	60,847	73,582	71,392	75,000	83,597
3870	Auto Mileage & Expense Reimb.	212	248	241	240	264
3890	Bond Principal	-	-	-	-	-
3900	Bond Interest	-	-	-	-	-
3950	Contractual Payments	1,570	1,582	1,590	1,590	1,635
	Total	\$ 477,877	417,469	459,136	447,817	497,133
	Total Operating Expenses	\$ 1,801,985	1,785,852	1,850,735	1,785,430	1,914,701
	Capital Outlay					
4030	Improvements - Facilities	\$ -	-	-	-	-
4040	Machinery & Equipment	-	1,239	34,700	39,507	36,835
4050	Improvements & Extensions	-	-	-	-	-
4080	Vehicle Acquisition	-	30,420	32,500	43,005	27,000
4100	Office Furniture	-	-	-	-	-
	Total	\$ -	31,659	67,200	82,512	63,835
	Other Financing Uses					
4280	Contingencies	\$ -	-	50,000	-	50,000
5000	Transfer - Out					
	A. Plant Replacement Fund	-	-	-	-	-
	B. Plant Expansion Fund	-	-	-	-	-
	Total	\$ -	-	50,000	-	50,000
	Total Appropriations	\$ 1,801,985	1,817,511	1,967,935	1,867,942	2,028,536

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) Prio.	ITEM	FY '14 DEPT. REQUEST	FY '14 BOARD APPROVED	FY '15 DEPT. REQUEST	FY '15 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	Sewer Camera (50%)	\$ 1,600	\$ 1,600			Supp	Camera to televise sewer lines
4040	100' Power Rodder (50%)	1,300	1,300			Base	Replace existing equipment
4040	Combination Excavator & Attachments (25%)	16,600	16,600			Supp.	Excavating water & sewer repairs
4040	Gator	6,250	6,250			Base	Replace aging equipment
4040	Folding/Inserting System (1/3)	3,950	3,950			Supp.	Folding/inserting equipment for new utility invoice
4040	Computer Upgrades	5,000	5,000			Base	Upgrades: AS400, Administrative Server, Network and Server at WWTP, Cabling, and Misc. Costs
4080	Utility Van (50%)	14,000	14,000			Base	Replace WS1
4080	Pickup w/Plow & Liftgate (50%)	18,500	18,500			Base	Replace WS11
4040	Chlorine Alarm			\$ 1,360	\$ 1,360	Base	Replace aging equipment
4040	Chlorine Regulator			3,175	3,175	Base	Replace aging equipment
4040	2 - Lift Station Pumps			28,000	28,000	Base	Replacement pumps for lift stations.
4040	Replace PCs			4,300	4,300	Base	Replace PCs that have Windows XP
4080	Pickup Truck (50%)			15,000	15,000	Base	Replace WS7
4080	Pickup Truck (50%)			12,000	12,000	Base	Replace WS9 (Insurance)

TOTAL \$67,200

\$63,835

REQUESTS APPROVED

\$67,200

\$63,835

MUNICIPAL PARKING LOT FUND

Fiscal Year 15

SUMMARY OF BASIC FUNCTION

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

The METRA/Hickory Creek 1,114 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 LaSalle Street station in the Chicago Loop via the Rock Island Metra line.

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

In October 2011, the daily parking fee was increased from \$1 to \$1.25. Concurrently, a cashless system was rolled out whereby commuters may now conveniently pay the daily fee with pre-paid single use tokens. (Alternatively, commuters may still pay the daily fee with cash.)

A comprehensive package of enhancements for Mokena's parking customers was put in place just prior to the fee increase. These enhancements included the replacement of aging and deteriorating fare boxes at several facilities, the replacement of shelters at Hickory Creek, and the installation of additional security cameras at Hickory Creek.

Further improvements are planned for the 2015 fiscal year. These improvements include resealing and restriping the Hickory Creek lot.

MUNICIPAL PARKING LOT

STATUS OF GOALS FOR FY 14

1. Replace four parking lot lights at Hickory Creek Lot (C/100%).
2. Install two security cameras at the Hickory Creek Lot (C/100%). *

3. Excavate, stamp and dye islands at Hickory Creek lot (C/100%). *
4. Replace station platform fence east of steps at Front Street Lot (C/100%). *

** Through Capital Repair & Replacement Fund*

SIGNIFICANT GOALS FOR FY 15

1. Reseal and restripe Hickory Creek Lot. *
2. Integrate CSO's into parking lot maintenance and upkeep.
3. Replace four parking lot lights at Hickory Creek Lot.

** Through Capital Repair & Replacement Fund*

VILLAGE OF MOKENA

Fiscal 2015 Budget: Municipal Parking Lot Fund

Summary

	<u>Actual</u> <u>Fiscal '12</u>	<u>Actual</u> <u>Fiscal '13</u>	<u>Budgeted</u> <u>Fiscal '14</u>	<u>Estimated</u> <u>Fiscal '14</u>	<u>Board App.</u> <u>Fiscal '15</u>
Revenues					
Charges for Service	\$ 299,154	291,455	296,875	287,885	289,063
Other Revenue	1,340	1,731	1,665	1,777	1,400
Total Revenue	\$ 300,494	293,186	298,540	289,662	290,463
Opening Cash Balance	\$ 29,366	59,883	78,395	80,227	53,955
Total Available for Spending	\$ 329,860	353,069	376,935	369,889	344,418
Appropriations					
Personal Services	\$ 141,646	138,544	140,075	128,152	111,003
Commodities	10,307	15,338	15,000	14,387	14,000
Contractual Services	118,024	118,960	142,249	173,395	144,494
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total Appropriations	\$ 269,977	272,842	297,324	315,934	269,497
Ending Fund Balance	\$ 59,883	80,227	79,611	53,955	74,921

VILLAGE OF MOKENA						
Fiscal 2015 Budget: Municipal Parking Lot Fund						
Appropriations [17-132]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
3010	Salaries (Full Time)	\$ 98,000	94,951	81,630	67,856	40,118
3020	Salaries (Part Time)	-	-	14,560	21,531	35,129
3030	Salaries (Overtime)	609	609	510	1,450	449
3040	Unemployment Contribution	417	436	777	412	520
3050	FICA Contribution	5,965	5,786	5,964	5,616	4,693
3051	Medicare Contribution	1,395	1,353	1,395	1,314	1,098
3060	Workmen's Compensation	6,783	6,093	6,842	6,813	5,944
3070	IMRF Contribution	7,939	7,612	10,533	9,556	10,393
3100	Hospital/Life Insurance	20,538	21,704	17,864	13,604	12,659
	Total	\$ 141,646	138,544	140,075	128,152	111,003
	<u>Commodities</u>					
3280	Clothing & Personal Expenses	\$ 117	144	2,400	2,000	1,400
3310	Maint: Bldgs., Sts., & Grnds.	9,460	14,954	11,050	11,050	11,050
3340	Traffic & Street Sign Material	730	240	1,500	1,300	1,500
3440	Miscellaneous	-	-	50	37	50
	Total	\$ 10,307	15,338	15,000	14,387	14,000
	<u>Contractual Services</u>					
3610	Accounting Services	\$ 300	300	305	305	310
3620	Engineering Services	-	-	-	-	-
3710	Legal Advertising	-	-	150	306	150
3760	Street Lighting - Energy Charge	3,736	5,691	5,700	7,100	7,000
3780	Telephone	131	168	720	580	660
3840	Interfund Service Charge	72,399	73,847	75,324	75,324	75,324
3860	Other Contractual Services	33,233	30,674	51,750	81,700	52,750
3890	Bond Principal	-	-	-	-	-
3900	Bond Interest	-	-	-	-	-
3950	Contractual Payments	8,225	8,280	8,300	8,080	8,300
	Total	\$ 118,024	118,960	142,249	173,395	144,494
	<u>Capital Outlay</u>					
4020	Improvements: Other	\$ -	-	-	-	-
4040	Machinery & Equipment	-	-	-	-	-
4080	Vehicle Acquisitions	-	-	-	-	-
	Total	\$ -	-	-	-	-
	<u>Other Financing Uses</u>					
5000	Transfer - Out	\$ -	-	-	-	-
	Total Appropriations	\$ 269,977	272,842	297,324	315,934	269,497

VILLAGE OF MOKENA						
Fiscal 2015 Budget: Sewer System Capital Improvement Fund						
<u>Revenue [19]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
254	Exaction Fees					
2560	Contributions	\$ -	-	-	-	-
260	Charges for Service					
2650	Tap-On Fees	\$ 178,377	282,741	115,236	207,551	164,065
290	Other Revenue					
2910	Interest Earnings	\$ 6,677	8,635	5,100	11,500	11,000
	Revenue Grand Total	\$ 185,054	291,376	120,336	219,051	175,065
	Opening Cash Balance	\$ 684,096	861,825	1,096,525	1,153,201	1,332,252
	Total Available for Spending	\$ 869,150	1,153,201	1,216,861	1,372,252	1,507,317
<u>Appropriations [19-140]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
	Contractual Services					
3620	Engineering Services	\$ -	-	-	25,000	15,000
3710	Legal Advertising	-	-	-	-	-
	Total	\$ -	-	-	25,000	15,000
	Capital Outlay					
4030	Improvements - Facilities	\$ -	-	-	-	-
4040	Machinery & Equipment	-	-	-	-	-
4050	Improvements & Extensions	7,325	-	115,000	15,000	115,000
4080	Vehicle Acquisition	-	-	-	-	-
	Total	\$ 7,325	-	115,000	15,000	115,000
	Other Financing Uses					
4280	Contingencies	\$ -	-	20,000	-	50,000
5000	Transfer - Out					
	A. To Plant Expansion Fund	-	-	-	-	-
	Total	\$ -	-	20,000	-	50,000
	Total Appropriations	\$ 7,325	-	135,000	40,000	180,000

VILLAGE OF MOKENA						
Fiscal 2015 Budget: Water System Capital Improvement Fund						
Revenue [20]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
254	Exaction Fees					
2560	Contributions	\$ -	-	-	-	-
260	Charges for Service					
2650	Tap-On Fees	\$ 543,154	792,467	345,708	622,656	492,196
290	Other Revenue					
2910	Interest Earnings	\$ 4,077	9,009	5,650	15,500	15,300
	Revenue Grand Total	\$ 547,231	\$ 801,476	\$ 351,358	\$ 638,156	\$ 507,496
	Opening Cash Balance	\$ 968,238	841,796	1,479,515	1,572,215	1,552,275
	Total Available for Spending	\$ 1,515,469	1,643,272	1,830,873	2,210,371	2,059,771
Appropriations [20-141]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
	Contractual Services					
3620	Engineering Services	\$ 15,673	21,057	65,400	48,000	54,350
3630	Legal Services	-	-	-	-	-
3710	Legal Advertising	-	-	-	96	-
	Total	\$ 15,673	21,057	65,400	48,096	54,350
	Capital Outlay					
4050	Improvements & Extensions	\$ 38,000	-	519,000	560,000	-
4060	Land Acquisition	-	-	-	-	-
	Total	\$ 38,000	-	519,000	560,000	-
	Other Financing Uses					
4280	Contingencies	\$ -	-	20,000	-	50,000
5000	Transfer - Out					
	A. Trf. to Escrow for Water Imp.	50,000	50,000	50,000	50,000	50,000
	B. Trf. to General Fund for Capital	570,000	-	-	-	-
	Total	\$ 620,000	50,000	70,000	50,000	100,000
	Total Appropriations	\$ 673,673	71,057	654,400	658,096	154,350

SEWER PLANT REPLACEMENT FUND

Fiscal Year 15

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 of \$907K+/- with anticipated average annual replacement costs of approximately \$65K+/- per year over the next eight years.



Notable expenditures for FY 15 are:

- Provides for replacement of digester blower at WWTP. \$8K
- Provides for replacement of sand filter pump at WWTP. \$9K

- Provides for replacement of raw pump at WWTP. \$15K
- Provides for replacement of heater unit in Building 85 at WWTP. \$5K
- Provides for replacement of airwash blower filters at WWTP. \$8K
- Provides for replacement of (2) thiosulfate pumps at WWTP. \$4.9K
- Provides for replacement of lab testing equipment at WWTP. \$5.5K
- Provides for replacement of (2) sump pumps in Building 30 at WWTP. \$8K
- Provides for rebuilding a backwash pump at WWTP. \$2.7K

VILLAGE OF MOKENA

Fiscal 2015 Budget: Sewer Plant Replacement Fund

Summary

	Actual Fiscal '12	Actual Fiscal '13	Budgeted Fiscal '14	Estimated Fiscal '14	Board App. Fiscal '15
<u>Revenues</u>					
Other Revenue	\$ 3,248	3,535	3,600	3,300	2,500
Total Revenue	\$ 3,248	3,535	3,600	3,300	2,500
Opening Cash Balance	\$ 1,092,598	1,052,315	970,815	968,620	906,920
Total Available for Spending	\$ 1,095,846	1,055,850	974,415	971,920	909,420
<u>Appropriations</u>					
Contractual Services	\$ -	-	-	-	-
Capital Outlay	43,531	87,230	46,734	65,000	66,090
Other Financing Uses	-	-	50,000	-	50,000
Total Appropriations	\$ 43,531	87,230	96,734	65,000	116,090
Ending Fund Balance	\$ 1,052,315	968,620	877,681	906,920	793,330

VILLAGE OF MOKENA						
Fiscal 2015 Budget: Sewer Plant Replacement Fund						
Revenue [21]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
290	Other Revenue					
2910	Interest Earnings	\$ 3,248	3,535	3,600	3,300	2,500
2940	Interfund Revenue - (From)					
	A. Sewer Department	-	-	-	-	-
	Total	\$ 3,248	3,535	3,600	3,300	2,500
	Revenue Grand Total	\$ 3,248	3,535	3,600	3,300	2,500
	Opening Cash Balance	\$ 1,092,598	1,052,315	970,815	968,620	906,920
	Total Available for Spending	\$ 1,095,846	1,055,850	974,415	971,920	909,420
Appropriations [21-142]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
	Contractual Services					
3440	Miscellaneous	\$ -	-	-	-	-
3510	Machinery & Equipment	-	-	-	-	-
3620	Engineering Services	-	-	-	-	-
3710	Legal Advertising	-	-	-	-	-
	Total	\$ -	-	-	-	-
	Capital Outlay					
4030	Improvements - Facilities	\$ -	-	-	-	-
4040	Machinery & Equipment	43,531	87,230	46,734	65,000	66,090
4050	Improvements & Extensions	-	-	-	-	-
	Total	\$ 43,531	\$ 87,230	\$ 46,734	\$ 65,000	\$ 66,090
	Other Financing Uses					
4280	Contingencies	\$ -	-	50,000	-	50,000
	Total Appropriations	\$ 43,531	87,230	96,734	65,000	116,090

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) Prio.	ITEM	FY '14 DEPT. REQUEST	FY '14 BOARD APPROVED	FY '15 DEPT. REQUEST	FY '15 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	Digester Blower	\$ 7,400	\$ 7,400			Base	Replace aging equipment
4040	Sand Filter Pump	8,970	8,970			Base	Replace aging equipment
4040	Hydraulic Power Unit (Bar Screen)	10,000	10,000			Base	Replace aging equipment
4040	Raw Pump	14,904	14,904			Base	Replace aging equipment
4040	Water Bath Incubator (Lab)	2,560	2,560			Base	Replace aging equipment
4040	Digester Valves	1,300	1,300			Base	Replace aging equipment
4040	Wear Rings for Raw Pumps	1,600	1,600			Base	Replace aging equipment
4040	Digester Blower			\$ 8,000	\$ 8,000	Base	Replace aging equipment
4040	Sand Filter Pump			9,000	9,000	Base	Replace aging equipment
4040	Raw Pump			15,000	15,000	Base	Replace aging equipment
4040	Heater Unit Bld. 85			5,000	5,000	Base	Replace aging equipment
4040	Airwash Blower Filters			8,000	8,000	Base	Replace aging equipment
4040	2- Thio Pumps			4,860	4,860	Base	Replace aging equipment
4040	Lab Testing Equipment			5,500	5,500	Base	Replace aging equipment
4040	Replace 2 Sump Pumps Building 30			8,000	8,000	Base	Replace aging equipment
4040	Rebuild Backwash Pump			2,730	2,730	Base	Replace aging equipment

TOTAL \$46,734 \$66,090

REQUESTS APPROVED \$46,734 \$66,090

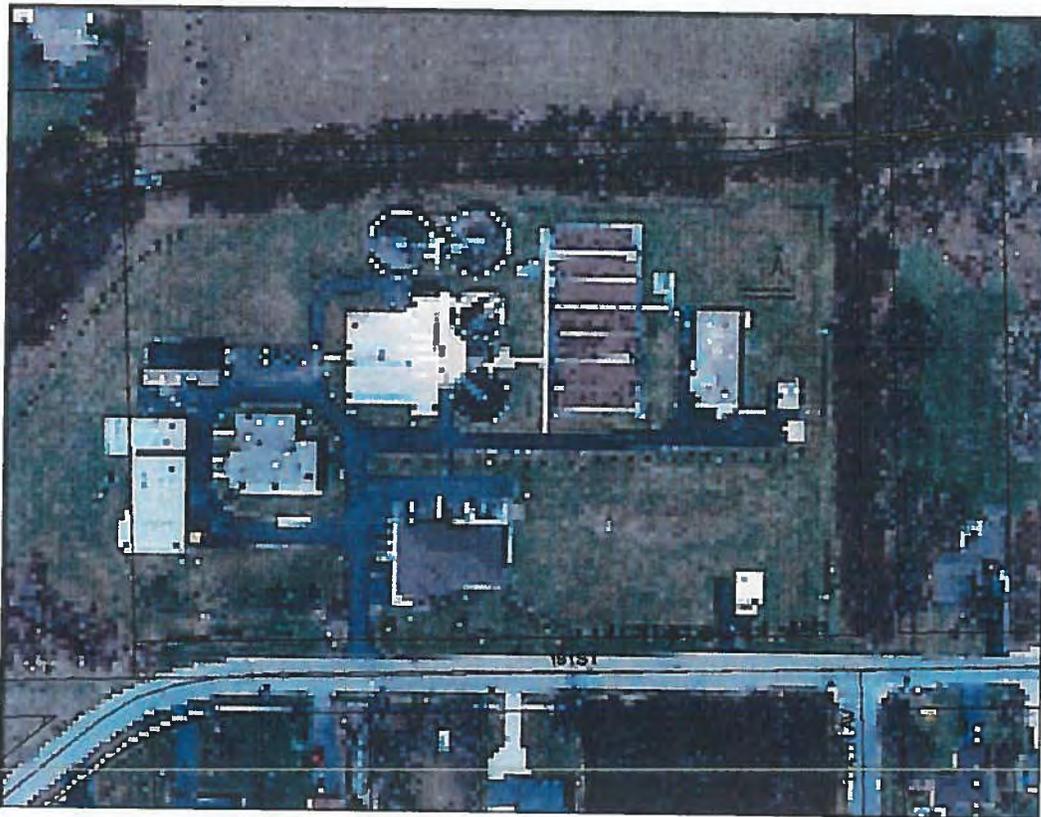
SEWER PLANT EXPANSION FUND

Fiscal Year 15

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 authorized Staff to annually transfer funds through Fiscal 2011 into this fund from the Sewer System Capital Improvement Fund. These transfers have resulted in over \$6M being earmarked for the pending plant expansion.

The proposed budget provides funds for completing the improvements to the WWTP excess flow facility.



VILLAGE OF MOKENA					
Fiscal 2015 Budget: Plant Expansion Fund					
Summary					
	Actual	Actual	Budgeted	Estimated	Board App.
	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
Revenues					
Exaction Fees	\$ -	-	-	-	-
Other Revenue	35,017	34,834	32,000	35,800	32,000
Total Revenue	\$ 35,017	34,834	32,000	35,800	32,000
Opening Cash Balance	\$ 6,503,894	6,077,668	6,066,484	6,104,222	5,464,722
Total Available for Spending	\$ 6,538,911	6,112,502	6,098,484	6,140,022	5,496,722
Appropriations					
Commodities	\$ -	-	-	-	-
Contractual Services	382,522	8,280	75,000	25,300	-
Capital Outlay	78,721	-	650,000	650,000	100,000
Other Financing Uses	-	-	20,000	-	50,000
Total Appropriations	\$ 461,243	8,280	745,000	675,300	150,000
Ending Fund Balance	\$ 6,077,668	6,104,222	5,353,484	5,464,722	5,346,722

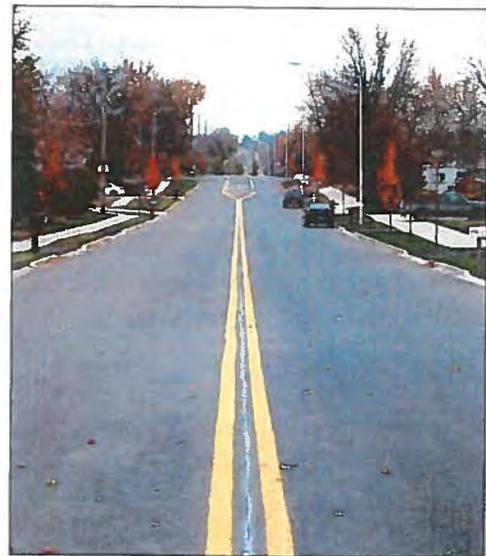
VILLAGE OF MOKENA						
Fiscal 2015 Budget: Plant Expansion Fund						
<u>Revenue [22]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
254	Exaction Fees					
2560	Contributions	\$ -	-	-	-	-
290	Other Revenue					
2900	Proceeds - Sale of Property	\$ -	-	-	-	-
2910	Interest Earnings	35,017	34,834	32,000	35,800	32,000
2940	Interfund Revenue - (From)					
	A. Sewer Department	-	-	-	-	-
	B. Sewer System Capital Imp.	-	-	-	-	-
	Total	\$ 35,017	34,834	32,000	35,800	32,000
	Revenue Grand Total	\$ 35,017	34,834	32,000	35,800	32,000
	Opening Cash Balance	\$ 6,503,894	6,077,668	6,066,484	6,104,222	5,464,722
	Total Available for Spending	\$ 6,538,911	6,112,502	6,098,484	6,140,022	5,496,722
<u>Appropriations [22-143]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '12</u>	<u>Fiscal '13</u>	<u>Fiscal '14</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>
	Commodities					
3440	Miscellaneous	\$ -	-	-	-	-
	Contractual Services					
3620	Engineering Services	\$ 380,458	8,280	75,000	25,000	-
3630	Legal Services	1,833	-	-	-	-
3710	Legal Advertising	231	-	-	300	-
	Total	\$ 382,522	8,280	75,000	25,300	-
	Capital Outlay					
4030	Improvements - Facilities	\$ 78,721	-	650,000	650,000	100,000
4060	Land Acquisition	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total	\$ 78,721	-	650,000	650,000	100,000
	Other Financing Uses					
4280	Contingencies	\$ -	-	20,000	-	50,000
	Total Appropriations	\$ 461,243	8,280	745,000	675,300	150,000

CAPITAL IMPROVEMENT, REPAIR, AND REPLACEMENT FUND

Fiscal Year 15

SUMMARY OF BASIC FUNCTION

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



Notable Expenditures for FY 15 are:

1	Provides funding for annual full-depth patching projects	\$75K
2	Provides funding for Wolf Road patching	\$75K
3	Provides funding for annual sidewalk and other concrete rehabilitation projects	\$84K
4	Provides for material testing of road projects	\$9K
5	Provides for structural street light repairs	\$15K
6	Provides for erosion control (Wolf Road at Hickory Creek)	\$30K
7	Provides funding for the FY 15 road maintenance program *	\$1.48M
8	Provides for construction related services for the road maintenance program.	\$30K
9	Provides for Rt. 30 Phase II (utility adjustments, bike path/sidewalk, Owens Road signals) engineering and construction	\$14K
10	Provides for Emerald Ash Borer program	\$488K
11	Provides for noise mitigation along the CN Rail line adjacent to Mokena	\$10K
12	Provides for principal and interest payments on debt service for road improvements	\$650K
13	Provides for commuter parking facility improvements (seal and stripe Hickory Creek lot)	\$204K
14	Provides for lake water joint system maintenance contingent repair costs shared by Mokena and New Lenox	\$450K
15	Provides for contractual obligation to Oak Lawn for upstream improvements	\$42K
16	Provides for Village Hall facility improvements	\$145K
17	Provides for ESDA building repairs	\$50K
18	Provides for resurfacing Public Works parking lot and security camera	\$106K
19	Provides for security camera at WWTP	\$7K

* FY 15 Road Maintenance Program

Emerald Subdivision

Kevin Ln. (195th to north end)
 Kevin Ct.
 Aileen Ave.
 O'Connell Ln.
 Tara Ct.
 Emerald Ct.
 Leetrim Ct.
 Maurita Ct.
 Scarth Ln. (Willow to Leetrim)
 Fiona Ave. (Willow to north end)
 Swanberg Ln. (Willow to O'Connell)
 104th Ave. (195th to RR)

Emerald/Weber's Green Meadows

Sharon Ln.
 Willowfield Ct.
 Drew Ct.
 Fiona Ave. (Willow to south end)

Tara Hills (north of 195th St.)

Waterford Ln.
 Foxword Ln.
 Newport Ln.
 Kinvara Ln.
 Moher Ct.

VILLAGE OF MOKENA

Fiscal 2015 Budget: Capital Improvement, Repair & Replacement Fund

Summary

	Actual	Actual	Budgeted	Estimated	Board App.
	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
<u>Revenues</u>					
Municipal Parking Facilities	251	227	200	27	25
Water Improvements	108,614	98,493	94,500	92,150	90,346
187th & Wolf - Water/Sewer Utility	-	-	-	-	-
Municipal Facilities	64	136,002	55	100,022	203,921
General Infrastructure	8,741,578	3,347,861	1,830,800	3,092,883	2,068,506
Total	\$ 8,850,507	3,582,583	1,925,555	3,285,082	2,362,798
Total Revenue	\$ 8,850,507	3,582,583	1,925,555	3,285,082	2,362,798
Opening Cash Balance	\$ 4,335,228	3,805,436	5,036,434	5,073,025	5,189,514
Total Available for Spending	\$ 13,185,735	7,388,019	6,961,989	8,358,107	7,552,312
<u>Appropriations</u>					
Municipal Parking Facilities	117,247	59,836	123,588	141,563	20,000
Water Improvements	218,725	164,172	158,135	563,246	87,036
187th & Wolf - Water/Sewer Utility	171,164	-	-	-	-
Municipal Facilities	210,112	-	-	-	308,125
General Infrastructure	8,663,051	2,090,986	2,194,639	2,463,784	2,971,557
Total Appropriations	\$ 9,380,299	2,314,994	2,476,362	3,168,593	3,386,718
Ending Fund Balance	\$ 3,805,436	5,073,025	4,485,627	5,189,514	4,165,594

VILLAGE OF MOKENA						
Fiscal 2015 Budget: Capital Improvement, Repair & Replacement Fund						
Revenue [23]						
		Actual	Actual	Budgeted	Estimated	Board App.
	Project Name	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
	Municipal Parking Facilities					
2560	Contributions	\$ -	-	-	-	-
2910	Interest Earnings	251	227	200	27	25
2940	Interfund Revenue - (From)					
	A. Municipal Parking Lot	-	-	-	-	-
	Subtotal	\$ 251	227	200	27	25
	Water Improvements					
2560	Contributions	\$ -	-	-	-	-
2570	Recaptures	-	-	-	-	-
2900	Proceeds - Sale of Property	-	-	-	-	-
2910	Interest Earnings	23,614	13,493	9,500	7,150	5,346
2940	Interfund Revenue - (From)					
	A. Water Department	35,000	35,000	35,000	35,000	35,000
	B. Water System Capital Imp.	50,000	50,000	50,000	50,000	50,000
2950	Bond Proceeds	-	-	-	-	-
2970	Miscellaneous Income	-	-	-	-	-
	Subtotal	\$ 108,614	98,493	94,500	92,150	90,346
	187th & Wolf - Water/Sewer Utility					
2560	Contributions	\$ -	-	-	-	-
2570	Recapture	-	-	-	-	-
2910	Interest Earnings	-	-	-	-	-
	Subtotal	\$ -	-	-	-	-
	Municipal Facilities					
2450	Capital Grant	\$ -	-	-	-	-
2560	Contributions	-	-	-	-	203,886
2910	Interest Earnings	64	2	55	22	35
2940	Interfund Revenue - (From)					
	A. General Fund - Bldgs & Grnds	-	-	-	100,000	-
	B. Performance Bond Fund	-	136,000	-	-	-
	Subtotal	\$ 64	136,002	55	100,022	203,921

VILLAGE OF MOKENA						
Fiscal 2015 Budget: Capital Improvement, Repair & Replacement Fund						
Appropriations [23-144]						
		Actual	Actual	Budgeted	Estimated	Board App.
	Project Name	Fiscal '12	Fiscal '13	Fiscal '14	Fiscal '14	Fiscal '15
	Municipal Parking Facilities					
3620	Engineering Services	\$ -	-	-	-	-
3630	Legal Services	-	-	-	-	-
4010	Improvements - Streets & Alleys	-	-	-	-	-
4030	Improvements - Facilities	117,247	59,836	123,588	141,563	20,000
	Subtotal	\$ 117,247	59,836	123,588	141,563	20,000
	Water Improvements					
3620	Engineering Services	\$ -	-	-	-	-
3890	Bond Principal	-	-	-	-	-
3900	Bond Interest	-	-	-	-	-
3950	Contractual Payments	218,725	135,597	138,135	558,939	42,036
3961	Joint System Maintenance	-	28,575	20,000	4,307	45,000
4050	Improvements & Extensions	-	-	-	-	-
4060	Land Acquisition	-	-	-	-	-
	Subtotal	\$ 218,725	164,172	158,135	563,246	87,036
	187th & Wolf - Water/Sewer Utility					
3620	Engineering Services	\$ -	-	-	-	-
4050	Improvements & Extensions	-	-	-	-	-
5000	Transfer - Out					
	A. Trf. To Sewer Operating	171,164	-	-	-	-
	Subtotal	\$ 171,164	-	-	-	-
	Municipal Facilities					
3620	Engineering Services	\$ 10,000	-	-	-	-
4030	Improvements - Facilities	200,112	-	-	-	308,125
4040	Machinery & Equipment	-	-	-	-	-
4060	Land Acquisition	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Subtotal	\$ 210,112	-	-	-	308,125
	General Infrastructure					
3620	Engineering Services	\$ 22,030	16,724	35,050	47,014	33,150
3860	Other Contractual Services	2,100	31,168	2,400	1,928	2,250
3890	Bond Principal	425,000	560,000	505,000	505,000	520,000
3900	Bond Interest	144,163	156,720	135,250	135,250	130,125
3901	Bond Issuance Costs	128,742	-	-	-	-
3950	Contractual Payments	-	-	-	-	-
4010	Improvements - Streets & Alleys	891,690	1,304,002	1,512,365	1,769,922	2,275,800
4030	Improvements - Facilities	-	-	-	-	-
4050	Improvements & Extensions	85,489	22,372	4,574	4,670	10,232
4060	Land Acquisition	-	-	-	-	-
4300	Payment to Escrow Agent	6,963,837	-	-	-	-
	Subtotal	\$ 8,663,051	2,090,986	2,194,639	2,463,784	2,971,557
	Total Appropriations	\$ 9,380,299	\$ 2,314,994	\$ 2,476,362	\$ 3,168,593	\$ 3,386,718

FISCAL 2015 TRANSFERS			
Fund From	Fund To	Purpose	Amount
Performance Bond	General	Transfer Interest Earnings	\$ 3,100
Refuse	General	Interfund Service Charge	44,989
Water	General	Interfund Service Charge	80,335
Water	Capital Improvement	Lake Water Joint System Costs	35,000
Sewer	General	Interfund Service Charge	80,335
Parking Lot	General	Interfund Service Charge	75,324
Water System Capital	Capital Improvement	Water Improvements	50,000
TOTALS			\$ 369,083

**FISCAL YEAR 2014-15
SALARY SCHEDULE**

	EMPLOYEE		CURRENT	7/1/2014	ESTIMATED
DEPT.	NAME	POSITION	SALARY	SALARY	SALARY
POLICE	VACCARO	CHIEF	\$ 120,263	\$ 121,666	\$ 121,666
	RANKOVICH	COMMANDER	\$ 110,479	\$ 114,267	\$ 114,267
	KELLER	SERGEANT	\$ 96,172	\$ 99,503	\$ 99,503
	CARLSON	SERGEANT	\$ 95,172	\$ 99,503	\$ 99,503
	WILLIFORD	SERGEANT	\$ 95,172	\$ 98,503	\$ 98,503
	STUMPF	SERGEANT	\$ 95,172	\$ 98,503	\$ 98,503
	LOUTHAN	SERGEANT	\$ 82,875	\$ 98,503	\$ 98,503
	HUTSON	OFFICER	\$ 79,892	\$ 82,688	\$ 82,688
	BOARDMAN	OFFICER	\$ 79,892	\$ 82,688	\$ 82,688
	BARNA	OFFICER	\$ 79,892	\$ 82,688	\$ 82,688
	MINAS	OFFICER	\$ 78,711	\$ 81,466	\$ 82,406
	STANGLEWICZ	OFFICER	\$ 77,548	\$ 81,466	\$ 81,466
	MCKENNA	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	DEPOLO	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	KOWALCZYK	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	MALONE	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	DAMPF	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	GILLIAM	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	MCVICKER	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	BONZANI	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	CHLEBEK	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	SELIN	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	MOSCATO	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	LANAGAN	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	MILLER	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	BALLANTINE	OFFICER	\$ 77,548	\$ 80,262	\$ 80,262
	CZARNECKI	OFFICER	\$ 74,186	\$ 76,782	\$ 79,459
	PAYNE	OFFICER	\$ 74,186	\$ 76,782	\$ 77,585
	HENSCHER	OFFICER	\$ 57,375	\$ 59,383	\$ 60,186
	DONNAN	OFFICER	\$ 57,375	\$ 59,383	\$ 59,651
	D'ANTONIO	SECRETARY	\$ 39,027	\$ 42,864	\$ 42,864
	LYONS	CUST. SER. REP.	\$ 43,209	\$ 44,722	\$ 44,722
	BARNES	CUST. SER. REP.	\$ 35,426	\$ 36,665	\$ 36,665
	RAJEWSKI	RETIRING	\$ 123,728	\$ 127,980	\$ 37,409
ADM.	DOWNS	ADMINISTRATOR	\$ 152,751	\$ 158,019	\$ 158,019
	ZOELLNER	ASST. VIL. ADMIN.	\$ 99,940	\$ 103,438	\$ 103,348
	DAMRON	FINANCE DIR.	\$ 115,775	\$ 119,748	\$ 119,748
	FRIELING	ADM. ASSISTANT	\$ 57,905	\$ 59,931	\$ 59,931
	FOSTER	ACCTNG. CLERK	\$ 48,501	\$ 50,199	\$ 50,199
	GLASS	RETIRING	\$ 46,656	\$ 48,289	\$ 8,526
	EVANS	CUST. SER. REP.	\$ 38,730	\$ 40,085	\$ 40,085
	CONTEY	CUST. SER. REP.	\$ 35,426	\$ 36,665	\$ 36,665
	COOPER	CUST. SER. REP.	\$ 35,426	\$ 36,665	\$ 36,665
COMM.	ZORDAN	DEV. DIRECTOR	\$ 116,693	\$ 120,742	\$ 120,742
DEV.	YOCKEY	PLANNER	\$ 55,933	\$ 57,890	\$ 57,890
	ZISKA	PLANNING TECH	\$ 53,760	\$ 55,642	\$ 55,642
	SMITH	SECRETARY	\$ 48,069	\$ 49,752	\$ 49,752
	SICKLES	CUST. SER. REP.	\$ 39,903	\$ 41,300	\$ 41,300
	MASSEY	CODE ENFORCE.	\$ 54,496	\$ 56,403	\$ 56,403
PUBLIC	TIBERI	DIRECTOR	\$ 117,905	\$ 122,032	\$ 122,032
WORKS	DETLOFF	ASST. PW DIR.	\$ 107,157	\$ 110,908	\$ 110,908
	SIWINSKI	WW AUXIL. OPER.	\$ 86,357	\$ 89,301	\$ 89,301
	MANN'S	WW PLANT MECH.	\$ 75,452	\$ 78,093	\$ 78,093
	BUTLER	WW AUXIL. OPER.	\$ 66,762	\$ 69,064	\$ 69,064
	DELANEY	WW AUXIL. OPER.	\$ 84,107	\$ 87,051	\$ 87,974
	ORR	WW AUXIL. OPER.	\$ 65,762	\$ 68,064	\$ 68,064
	CORDOVA	WW AUXIL. OPER.	\$ 65,762	\$ 68,064	\$ 68,064
	PETROW, W.	WW AUXIL. OPER.	\$ 65,762	\$ 68,064	\$ 68,064
	GORAVICA	WW AUXIL. OPER.	\$ 65,762	\$ 68,064	\$ 69,026
	KOSCHETZ	WW AUXIL. OPER.	\$ 65,762	\$ 68,064	\$ 68,064
	SMITH	WW AUXIL. OPER.	\$ 61,987	\$ 64,156	\$ 65,193
	PETROW, R.	WW AUXIL. OPER.	\$ 60,181	\$ 62,288	\$ 63,438
	WALENGA	METER READER	\$ 52,374	\$ 54,172	\$ 54,172
	VAN DYKE	METER READER	\$ 51,374	\$ 53,172	\$ 53,172
	MURPHY	METER READER	\$ 51,374	\$ 53,172	\$ 53,172
	FLOREY	AUTO MECHANIC	\$ 75,452	\$ 78,093	\$ 78,708
	PEARSON	ENGINEER	\$ 117,905	\$ 122,032	\$ 122,032
	CLAY	ST. FOREMAN	\$ 79,921	\$ 82,640	\$ 82,640

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, January 13, 2014

CALL TO ORDER

Mayor Fleischer called the Board of Trustees Work Session to order at 7:25 p.m.

ROLL CALL

The following Trustees were present:

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

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

Water and Sewer Revenue Bonds, Series 2000 Refunding

Finance Director Barb Damron gave a brief power point presentation pertaining to refunding the Water and Sewer Revenue Bonds, Series 2000.

<p style="text-align:center">Water and Sewer Revenue Bonds, Series 2000 Refunding</p> <p style="text-align:center">January 13, 2014</p>	<p style="text-align:center">Water and Sewer Revenue Bonds, Series 2000 Refunding</p> <ul style="list-style-type: none">• Bonds issued by Village of Tinley Park on Village of Mokena's behalf in summer of 2000, for oversizing a portion of the water transmission main for Lake Michigan water• The amount of the bonds issued was \$1.145M with an interest rate of 5.25% - 5.50% and a final payment date in May of 2019• Average annual P & I payments - \$90K - \$100K +/-• Bonds are currently callable
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Water and Sewer Revenue Bonds, Series
2000 Refunding

- Next payment date is May 1, 2014
- The total amount to refund the bonds in May would be \$508k +/- and would be paid from the Capital Improvement Fund with money that has been escrowed from water tap-on fees
- Refunding the bonds with May's payment would save the Village \$71K +/- in interest costs
- The savings would be applied to future debt payments for lake water improvements

Discussion:

Finance Director Damron recommended proceeding with the Series 2000 bond refunding to save the Village approximately \$71,000 in interest costs. The Village Board was in agreement.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Fleischer adjourned the work session at 7:28 p.m.

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, February 10, 2014

CALL TO ORDER

Mayor Fleischer called the Board of Trustees Work Session to order at 8:55 p.m.

ROLL CALL

The following Trustees were present:

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

Also present were: Village Administrator John Downs; Assistant Village Administrator Kirk Zoellner; Finance Director Barb Damron; Public Works Director Louis Tiberi; Village Engineer Paul Pearson and Economic and Community Development Director Alan Zordan.

Electrical Aggregation Program

Assistant Village Administrator Kirk Zoellner gave a brief power point presentation regarding the Electrical Aggregation Program.

 <p style="text-align:center">Electrical Aggregation Program Options</p> <p style="text-align:center">Village Board work session February 10, 2014</p>	<p style="text-align:center">Background</p> <ul style="list-style-type: none">• Board approved fixed rate power supply contract with Integrys Energy in 2012<ul style="list-style-type: none">–Residents, qualifying small businesses–Price match/rate guarantee–Avg. TD total savings: \$354/household–Projected over term: \$440/household–Expires starting May 7 (1st meter read of month)
<p style="text-align:center">Why Are We Discussing Now?</p> <ul style="list-style-type: none">• Per NIMEC, ICC regs require approx. 70 days between bid acceptance and switch to new supplier<ul style="list-style-type: none">– Opt-out process, ComEd and new supplier processing of accounts• Integrys contract expires starting May 7• 70 days before May 7 = February 26• February 24 = Last Board meeting that can accommodate this schedule	<p style="text-align:center">3 Basic Options</p> <ol style="list-style-type: none">1. Bid out now with price match guarantee2. Extend existing contract with Integrys for 2 months3. Do nothing; end program

1. Bid Out Now

- Timeline requires bids by February 24
- Currently unfavorable pricing environment
 - Not likely to change in next 14-21 days
- NIMEC has not received any bids over past 7 mos. w/ our price match/rate guarantee
- If no bids, customers ultimately left with ComEd or on their own

2. Extend Current Contract 2 Months

- Integrys has already committed to 2 month extension
- Will continue price match/rate guarantee
- Buys time for energy prices to moderate
- Provides window for possible long-term extension (1 year or longer)
 - Fixed rate below ComEd rate
 - Price match/rate guarantee
 - Customers would retain all existing options

3. Do Nothing; End Program

- Customers default to ComEd at expiration
- No future rate guarantee
- Necessitates affirmative action by customer if they want to choose own supplier
 - 60 day window
 - Locked in w/ ComEd for full year if they do nothing
- Ultimately minimizes options for customers

Recommendation

1. Extend current contract with Integrys for an additional 2 months
2. Continue to observe market conditions
3. Revisit issue in 45-60 days

Discussion:

The Board agreed with and voiced its unanimous support for staff's recommendation to extend the Village's current contract with Integrys Energy Services, Inc. for an additional two months. Staff will prepare the contract extension for formal ratification by the Board at its February 24, 2014 meeting.

Fiscal Year 2015 Budget Discussions

Finance Director Damron and Village Engineer Pearson presented to the Board a power point presentation regarding the FY 2015 Budget for the Motor Fuel Tax Fund and General Infrastructure Program.

Budget Work Session FY 15

FEBRUARY 10, 2014

Tonight's Topics

1. MFT Fund Overview
2. Road Rehabilitation Program
 - Continue utilizing ½% sales tax
3. Other Infrastructure Maintenance Projects
4. EAB Program
5. Multi-Year Fleet Replacement Program

1. MFT FUND SUMMARY

MFT Trends Snow Removal/Revenues

- Large percentage of MFT Funds used for snow removal
- Snow removal costs had been on the decline the previous 2 Years
- Costs for salt and overtime estimated to increase in FY 14 and FY 15
- Final installment from the Illinois Jobs Now Capital Bill Program in FY 15 (\$81,074)

FY	Costs
FY 2008	\$286,100
FY 2009	\$216,700
FY 2010	\$342,900
FY 2011	\$327,300
FY 2012	\$218,500
FY 2013	\$207,000
FY 2014 Budgeted	\$240,600
FY 2014 Estimated	\$254,700 +/-
FY 2015 Budgeted	\$323,400 +/-

FY 15 MFT Expenditures

- Snow Plowing Overtime \$107K
- Salt \$216K
- Patching Materials \$13K
- Street Light Parts \$20K
- Crack Filling \$52K
- Signal Maintenance \$36K
- Route 30/Ridgmore Lighting \$25K
- Combination Pole Reimbursement

Total \$469K

MFT Plan (with capital funds/high growth)

	2014	2014	2014	2015	2014	2015
Metrolia Fund Balance	\$683,872	\$673,872	\$731,350	\$738,250	\$827,074	\$818,250
Revenue	\$168,122	\$168,122	\$168,122	\$174,272	\$179,290	\$189,290
Expenses	\$524	\$524	\$524	\$524	\$524	\$524
Capital Expenditures	\$0	\$0	\$0	\$0	\$0	\$0
Debt Service	\$168,122	\$168,122	\$168,122	\$174,272	\$179,290	\$189,290
Debt Service Availability	\$168,122	\$168,122	\$168,122	\$174,272	\$179,290	\$189,290
Operating Expenses	\$168,122	\$168,122	\$168,122	\$174,272	\$179,290	\$189,290
Capital Expenditures	\$0	\$0	\$0	\$0	\$0	\$0
Debt Service	\$168,122	\$168,122	\$168,122	\$174,272	\$179,290	\$189,290
Debt Service Availability	\$168,122	\$168,122	\$168,122	\$174,272	\$179,290	\$189,290
Operating Expenses	\$168,122	\$168,122	\$168,122	\$174,272	\$179,290	\$189,290
Capital Expenditures	\$0	\$0	\$0	\$0	\$0	\$0
Debt Service	\$168,122	\$168,122	\$168,122	\$174,272	\$179,290	\$189,290
Debt Service Availability	\$168,122	\$168,122	\$168,122	\$174,272	\$179,290	\$189,290
Operating Expenses	\$168,122	\$168,122	\$168,122	\$174,272	\$179,290	\$189,290
Capital Expenditures	\$0	\$0	\$0	\$0	\$0	\$0
Debt Service	\$168,122	\$168,122	\$168,122	\$174,272	\$179,290	\$189,290
Debt Service Availability	\$168,122	\$168,122	\$168,122	\$174,272	\$179,290	\$189,290

2. Road Rehabilitation Program

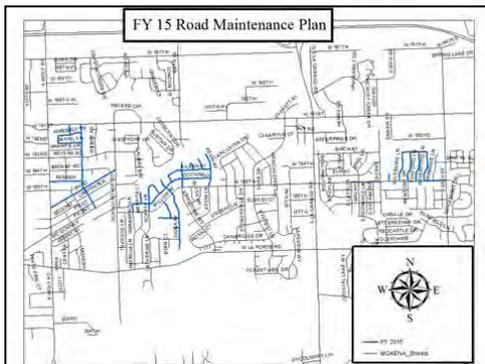
FY 15 Road Rehabilitation Program

More aggressive approach to road maintenance due to:

- Improvement in economy and revenue from 1/2% sales tax
- Recent harsh winter has taken a toll on condition of roads
- Many areas in similar condition and constructed in the 90's

- FY 14 (last year example)
 - Programmed=4.1 miles
 - Actual= 5.0 miles
- Due to solid pricing, we were able to add 0.9 mile
- Proposed 5-Year Average is 5.1 Miles/Year compared to 3.25 in FY 2014 plan
- Last Year's Program was Supplemented with MFT Funding (1.7 miles)

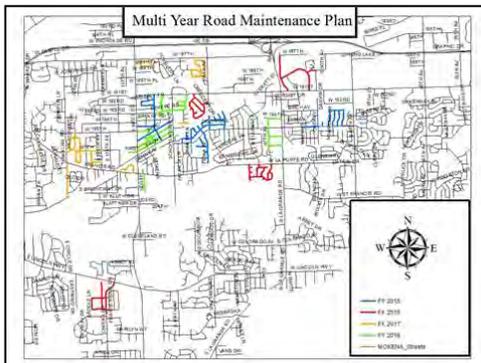
- ### FY 2015 STREET MAINTENANCE PROGRAM
- | | |
|--|---|
| EMERALD SUBDIVISION
KEVIN LANE (125 TH TO NORTH END)
KEVIN COURT
ALEIGH AVENUE
O'CONNELL LANE
TARA COURT
EMERALD COURT
LEETRIM COURT
MAURITA COURT
SCARTH LANE (WILLOW TO LEETRIM)
FIONA AVENUE (WILLOW TO NORTH END)
SWANBERG LANE (WILLOW TO O'CONNELL)
124 TH AVENUE (125 TH TO RAILROAD)
TARA HILLS (NORTH OF 195 TH STREET)
WATERFORD LANE
FOYWORD LANE
NEWPORT LANE
KYLEMORE LANE
KINVARA LANE
WICKER COURT
WILLOW LANE (CHERRY TO CATALPA & 88 TH TO WATERFORD) | EMERALD/ WIEBER'S GREEN MEADOWS
SHARON LANE
WILLOWFIELD COURT
DREW COURT
FIONA AVENUE (WILLOW TO SOUTH END)
FY 2014 WATER MAIN PROJECT STREETS
THIRD STREET (WOLF TO SCHOOLHOUSE)
MIDLAND AVENUE (FIRST TO GRANITE)
PARKER AVENUE
TOMAHAWK TRAILS
KIMBERLY TRAIL
KRISTINE TRAIL
DANIEL TRAIL
DARLA TRAIL
MIDLAND AVENUE (101 ST TO GRANITE) |
|--|---|
- TOTAL OF 6.39 MILES AT A COST OF \$1,483,000** →





Others for consideration (BIDS?)

Recommended Priorities			
	Additional Locations	Estimated Cost	Program Yr.
1	St. Marys Lane (Third to Wolf)	\$42,000	FY 18
2	Nantle Ln. (St. Marys Ln to End)	\$4,000	FY 18
3	Manchester Ct. (Wislow to End)	\$17,000	FY 18
4	Pintan Ct (End to End)	\$42,000	FY 17
5	Hickory Stn. (LaPorte to Waberry)	\$24,000	FY 17
6	Waberry Ln. (Hickory Stn to LaPorte)	\$47,000	FY 17
7	Scott St. (La Porte to End)	\$35,000	FY 18
8	Soper (Wolf to Scott)	\$10,000	FY 18
9	Quail Dr (Hospital to Dove)	\$5,000	FY 17
10	Hospital (187th to joint)	\$15,000	FY 17
11	Dove (187th to joint)	\$15,000	FY 17
12	188th Pl. (joint to joint)	\$4,000	FY 17
13	Owens Rd (Rt 30 to Old Rank Trail)	\$14,000	FY 16
14	Downtown Alleys 4 Locations	\$10,000	FY 18



3. Other Infrastructure Maintenance Projects



Crack Sealing Program (MFT)

- Staff Recommends Continuing Program Started in Fiscal Year 2012
 - \$52K+/- in FY 15
 - \$47 K+/- average in next 4 years
- 1st Line of Defense Against Water Intrusion
- Water Freeze -Thaw Weakens Pavement Base
- Increase Life of Pavement 3 to 5 Years
- Seal Centerline Cracks from Previous Resurfacing Programs

FY 2015 Crack Sealing

Recurring Program from FY11

PRESTANCA
 PHEASANT
 PHEASANT CT
 SEIBEL
 GALWAY BAY
 CONNEMARA CT
 CESTO CT
 ELYTH WAY
 RESIDENT
 BRISTOL CT
 AUSTEN CT
 DUCHESNE
 VICTORIAN
 QUEENS CT
 EARON
 CAMELOT
 YORKSHIRE
 REGAN RD
 153rd
 TOWNLINE

TOTAL OF 4.36 MILES AT A COST OF \$52,200

FY 15 Infrastructure Maintenance Projects

• Erosion Control	\$30,000
• Full Depth Patching	75,000
• Wolf Road Patching	75,000
• Curb Shotcrete	7,000
• Sidewalks and Curb Program	70,000
• Mudjacking (Sidewalks/Curbs)	7,000
• Structural Street Light Repair	15,000
• Material Testing	9,000
• CRS for Infrastructure Projects	29,700
• Bridge Inspections	1,650
Total	\$319,350

FY 14-\$256k

Wolf Road Bridge Erosion Control

Repair Cost \$30,000

Location

Sidewalk Repairs

	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015 (Budget)
SIDEWALK (Square Feet)	3500	5,400	5,500	5,900	10,200	10,000
Curb & Gutter (Lin Feet)	300	240	380	900	320	350
Cost	\$38,300	\$41,500	\$45,300	\$58,300	\$71,400	\$70,000

Road and General Maintenance Program

	1. Miles of Streets Repaved/Costs						
	2. MFT Funded Paving						
	3. Annual Maintenance Spending						
	FY 14	FY 15	FY 16	FY 17	FY 18	FY 19	5-Year Average
1. Proposed Plan 1/2% sales tax	3.30 \$808K	6.39 \$1,483M	5.23 \$1,207M	4.59 \$958K	4.55 \$934K	4.70 \$986K	5.1 miles \$1.114M
2. MFT Funding	1.70 \$312K	0	?	?	?	?	
3. General Maintenance	\$256K	\$319K	\$244K	\$309K	\$237K	\$310K	\$284K

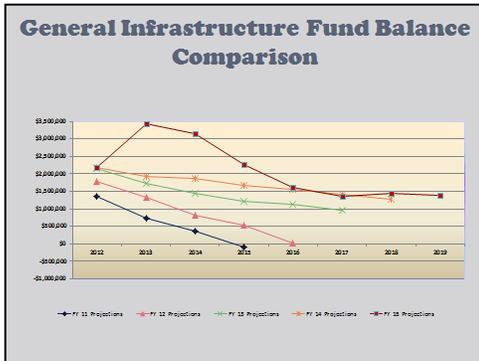
4) Other Projects

- US30 Phase II Improvements=\$13.8K (carry over)
 - Bike path, sidewalks, signals & utility relocates (Final payment to IDOT)
- Quiet Zone Crossings - \$5K
 - Maintenance and replacement parts
- CN/EJ&E Landscape Buffer - \$10.2K
 - Remaining CN Mitigation Funds
 - Maintenance for Bridges of Mokena (Owens Road to Western Boundary)



General Infrastructure Fund Balances

	2014	2015	2016	2017	2018	2019
Beginning Fund Balance	3,442,543	3,151,061	2,264,937	1,604,736	1,369,476	1,434,930
Revenue	2,131,196	2,075,893	1,972,724	1,889,636	1,907,779	1,926,608
Expenditures	2,452,173	2,973,067	2,621,925	2,104,745	1,842,375	1,973,676
Ending Fund Balance	3,121,566	2,254,937	1,606,736	1,389,636	1,434,930	1,387,913



- ### Summary
- Maintenance Supported with ½% Sales Tax Funds
 - Improved Economy Helping ½% Sales Tax
 - Funds Road and Other Infrastructure Maintenance
 - 6.4 Miles of Road Resurfacing in FY 15
 - 5 Year Plan Improves from 3.25 to 5.1 Miles/Yr.
 - Continue With Other infrastructure Maintenance
 - Other Infrastructures Programs on Track
 - May be Able to Use MFT Funds to Supplement Additional Road Repairs in the Future
 - Accelerated EAB Plan

Discussion:

After some general discussion about the MFT, road and general infrastructure program, the Board directed staff to include these concepts in a preliminary draft budget for further review.

EMERALD ASH BORER EAB

EAB MANAGEMENT PLAN UPDATE

VILLAGE BOARD WORK SESSION
FEBRUARY 10, 2014

Original Plan – May, 2013

- EAB impacts every resident either directly or indirectly
- Plan including all 3,691 publicly-owned Ash trees over a multi-year period.
- 3,419 trees to be removed over 5 years and replaced one to one (700+/- trees/year).
- Replacement trees based on reforestation plan
- 272 Ash trees to be retained (7% of Ash tree population)
- Estimated cost of \$1.6M (cash-funded)

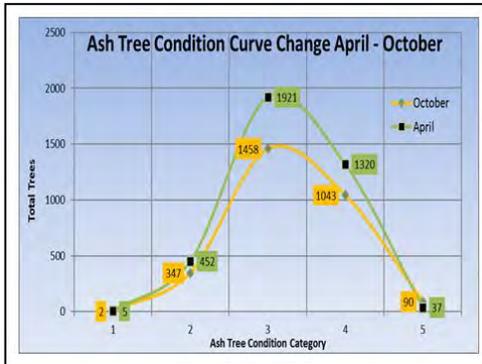
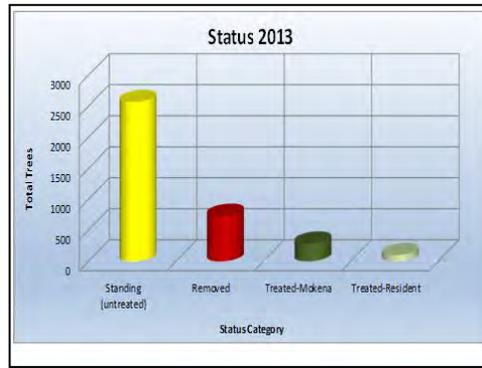
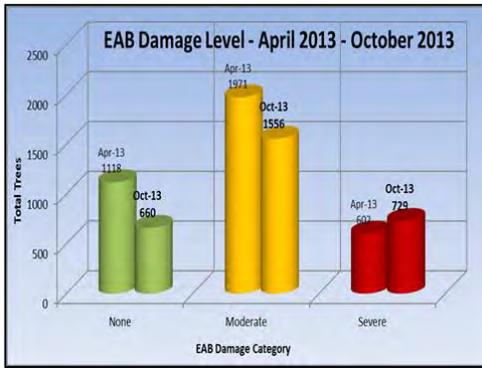
Village of Mokena Emerald Ash Borer Management Plan Update February, 2014

Phil Graf – ISA Certified Arborist, Municipal Specialist #IL 1553-MA

2013 Recap

A re-inventory of Ash was performed at the end of the season to evaluate and create a removal list for 2014:

- **Removal:** Over 700 Ash trees were removed
- **Reforestation:** 700+/- trees were planted; 30 different species of trees
- **Treatment:** 286 Ash trees were treated by the Village, and at least another 100 trees are being treated individually by residents



- ### What Did We Learn in 2013?
- Appearance of infested ash trees drives resident perception 
 - Residents support removal and replacement
 - In-house resources limiting factor
 - Volume, size, location
 - Removal contractor must play larger role
 - We are delivering a quality service/product!

FY14 To Date – Budget vs. Actuals

	Budget	Actual	Difference
Treatment	19,705	11,213	(8,492)
Removal	146,900	165,503	18,603
Reforestation	170,950	169,883	(1,067)
Professional services	9,810	31,294	21,484
Total	347,365	377,893	30,528



- ### Revised Plan
- 
- Accelerate program from 5 years to 4
 - 885+/- trees (vs. 700) annually over next 3 years
 - Increase use of contractor(s) for removal and stump grinding
 - All trees larger than 12" DBH 
 - Spring and Fall planting of replacement trees
 - Levels out demand, enhances service delivery
 - Quicker turnaround in parkways
 - Takes advantage of today's prices for trees

Revised Program

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	REVISED PROGRAM	ORIGINAL PROGRAM	CHANGE
Removal	237,860	200,400	113,200	56,600	NA	NA	608,060	497,500	110,560
Treatment	22,310	11,700	12,300	12,700	13,300	13,800	86,110	137,935	(51,825)
Reforestation	243,930	241,200	250,250	129,650	NA	NA	865,030	854,750	10,280
Professional services	40,480	34,500	34,500	14,220	5,200	5,200	134,100	112,650	21,450
Total	544,580	487,800	410,250	213,170	18,500	19,000	1,693,300	1,602,835	90,465

- ### Revised Program Highlights
- 
- Original cost estimate: \$1.6M
 - **Revised cost estimate: \$1.69M (+\$90K)**
 - Original cash escrow: \$1.375M
 - **Net increase in cash required: \$315K +/-**
 - Increase required to accelerate program:
 - Move from 700 to 885 trees per year
 - Accomplishable with increased contract removals
 - Complete removal and replacement in 3 years
 - Will maintain program quality
 - Manageable and deliverable

Next Steps

1. Begin in-house removal program (Late February)
2. Approve professional services agreement for Spring reforestation planning (February 24)
3. Approve bid for contract removal and stump grinding (March 10)
4. Approve bid for Spring replacement tree planting (March 10)
5. Spring, 2014 tree replacement (April-May)
6. Re-treat selected set of trees (by June 15)
7. Repeat removal and replacement program in Fall
8. Repeat process in 2015



Recommendation

- Approve transfer of an additional \$315K +/- in General Fund cash into the EAB program capital project in the FY15 budget
- Accelerate program from 5 years to 4 years



Discussion: Discussion took place at various points of the presentation. Topics discussed included the impact of weather on the rate of infestation, tree pruning and other program components. Once concluded, the Board concurred with including these concepts into a preliminary draft of the budget.

Village Board Work Session February 10, 2014

• VEHICLES & HEAVY EQUIPMENT

• Fleet Management Model
FY2015

(1) Fleet Management Approach

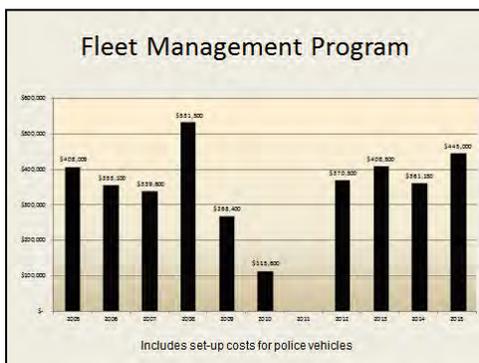
- Police
 - Patrol cars @ 80 to 100,000+/-
 - Other vehicles @ 100,000+/-
- Public Works
 - 2.5 ton plows @ 10 years +/-
 - 1 ton plows @ 10 years +/-
 - Pickups w/plows @ 7-8 years +/-
- Other
 - Vehicles @ 10-12 years +/-
 - Heavy Equip. @ 8-12 years +/-





Fleet Management Model

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Average
EXAMPLE												
LOOKING AHEAD!												
	FY 15	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	Average
	415,000	439,000	572,000	535,900	420,000	432,500	492,000	548,300	481,837			



Service Types-By Definition

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

Proposed FY 15 Fleet Management Program

VEHICLE/EQUIPMENT	Original (FY) Replacement Schedule	Normal Fund Source	Service Type	PROPOSED
Replace Expedition (NQT) - Outfitter	2015	General	#1 Emergency	\$44,000
Replace Expedition (NQB) - Outfitter	2015	General	#1 Emergency	\$44,000
Replace Squad (M11) - Outfitter	2015	General	#1 Emergency	\$32,000
Replace Squad (M12) - Outfitter	2015	General	#1 Emergency	\$32,000
Replace 2.5 - Ton (Plow & Spreader) (ST-7)	2013	General	#1 Emergency	\$124,000
Replace #550 1-Ton (Plow & Spreader) (ST-16)	2015	General	#1 Emergency	\$65,000
Replace Ford 655 Tractor/Radhoe (Equipment)	2010	General	#2 Priority Service	\$74,000
Replace Ford #350 P/U (HS T)	2015	Water & Sewer	#3 Customer Generated	\$10,000
TOTAL				\$445,000

FY15 FLEET MANAGEMENT

RISK TO SAFETY, HEALTH OR WELFARE
NOT QUITE EMERGENCIES BUT MUST BE HANDLED QUICKLY

(1) Emergency Vehicle
(2) Priority Service Vehicle
(3) Customer Generated
(4) Internally Generated/ADU

Dept.	Vehicle #	Scheduled to replace	Vehicle Description	FY 2015 Rating					Delayed Purchase		Notes
				1** Emergency	2** Priority Service	3*** Customer Generated	4 Delayed 1-2 years	5 To be determined	4 Delayed 1-2 years	5 To be determined	
Police	MD7	2015	2011 Bowditch (Panel)	\$44,000							Replaces SDM 284 with 101,000 miles
Police	MD8	2015	2011 Bowditch (Sergants)	\$44,000							Replaces SDM 302 with 108,000 miles
Police	MD11	2015	2011 Chevy Impala (Panel)	\$12,000							To Auction
Police	MD2	2015	2011 Chevy Impala (Traffic)	\$12,000							Replaces SDM 283 with 121,000 miles
TOTALS				\$132,000	\$0	\$0	\$0	\$0	\$0		

(Costs include set up for police vehicles)

FY 15 FLEET Management

Dept.	Vehicle #	Scheduled to replace	Vehicle Description	FY 2015 Rating			Delayed Purchase		Notes
				1** Emergency	2** Priority Service	3*** Customer Generated	4 Delayed 1-2 years	5 To be determined	
Street	ST7	2013	2009 2.5-Ton (Plow & Spreader)	\$24,000					Main Route Snow plow. (Due to Good Winters Delayed purchase 2 yrs)
Street	ST6	2015	2005 F550 1-Ton (Plow)	\$5,000					Main every day vehicle and Main Route Snow Plow
Street	Equip	2010	1992 Backhoe		74,000				Trade in for new backhoe
Water & Sewer	WS7	2015	2006 Ford F350 P/U			30,000			Replaces ESDA 287 with 104,000 miles
PUBLIC WORKS TOTALS				\$29,000	\$74,000	\$30,000	\$0	\$0	
CATEGORY PERCENTAGE				77%	17%	0%	-	-	
VILLAGE TOTALS				\$29,000	\$74,000	\$30,000	\$0	\$0	

FY 2015 Auction Vehicles \$30,300

Old Vehicle ID	Year/Make	Estimated Value
ST12	2006 Chevy Impala	\$1,800
284	2009 Chevy Impala	\$2,500
202	2005 Ford Expedition	\$4,500
WS10	2004 Chevy Impala	\$1,000
M11	2011 Chevy Impala	\$4,000
287	1989 F250 4X4 P/U	\$2,500
ST2	2000 International With Plow & Spreader	\$14,000
Equipment	1992 FORD F55 TRACTOR/BACKHOE	Trade in
TOTALS		\$30,300

Total Equipment in FY 2015

2009 – 71

2011 – 70

2012 – 67

2013 – 66

2015 – 67
(Aerial Lift Truck)




Discussion: The Board concurred with the proposed FY 15 fleet upkeep program and directed that the concepts be included in a preliminary draft of the FY 15 budget.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Fleischer adjourned the work session at 10:15 p.m.

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, March 24, 2014

CALL TO ORDER

Mayor Fleischer called the Board of Trustees Work Session to order at 8:12 p.m.

ROLL CALL

The following Trustees were present:

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

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

Fiscal Year 2015 Budget

Village Administrator John Downs, Finance Director Damron, Village Engineer Pearson and Public Works Director Tiberi presented to the Board a power point presentation regarding the FY 2015 Budget for capital projects.

**Village of Mokena FY 15 Budget
Work Session**

WWTP Repair/Replacement Fund
WWTP Excess Flow Facility

WWTP Repair/Replacement Fund

WWTP Repair and Replacement Fund

Plant repair fund is separate and has a projected balance of \$895+/- at the end of FY 14.

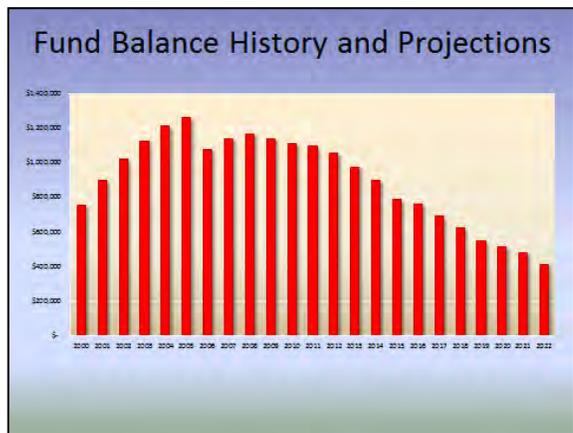
Projected average annual expenditures over next 8 years- \$65K+/-.

This fund has performed as designed over past decade (plus).

	ESTIMATE FY '15
DIGESTOR BLOWER	\$8,000
SAND FILTER PUMP	\$9,000
RAW PUMP	\$15,000
AIRWASH BLOWER (FILTERS)	\$8,000
UNIT HEATER (BUILDING 85)	\$5,000
THIO SULFATE PUMPS (2)	\$4,860
LAB TESTING EQUIPMENT	\$5,500
SUMP PUMPS (BUILDING 30) (2)	\$8,000
BACKWASH PUMP	\$2,730
	\$66,090

**SEWER PLANT REPLACEMENT FUND
MULTI-YEAR MODEL**

	ESTIMATE FY '15		ESTIMATE FY '19
DIGESTOR BLOWER	\$8,000	RAW PUMP	\$17,000
SAND FILTER PUMP	\$9,000	PERKINSON BLOWER	\$88,000
RAW PUMP	\$15,000		ESTIMATE FY '20
AIRWASH BLOWER (FILTERS)	\$8,000	UNIT HEATER (BUILDING 17)	\$6,000
UNIT HEATER (BUILDING 85)	\$5,000	ROOF REPLACEMENT (BUILDING 20)	\$28,000
THIO SULFATE PUMPS (2)	\$4,860		ESTIMATE FY '21
LAB TESTING EQUIPMENT	\$5,500	RAW PUMP	\$18,000
	ESTIMATE FY '16	DIGESTOR BLOWER	\$8,000
SUMP PUMPS (BUILDING 30) (2)	\$8,000	SAND FILTER PUMP	\$9,000
BACKWASH PUMP	\$2,730		ESTIMATE FY '22
	\$76,090	CHANNEL BLOWER	\$7,000
SCUM PUMP	\$9,000	BAR SCREEN	\$50,000
CONVERTOR (BUILDING 85)	\$13,000	INFLUENT & EFFLUENT SAMPLERS	\$12,000
	ESTIMATE FY '17		ESTIMATE FY '23
AIR HANDLER (ROOF TOP)	\$8,700	TOTAL	\$492,790
BACKWASH PUMP	\$9,500	15% CONTINGENCY	\$73,919
PERKINSON BLOWER	\$80,000	GRAND TOTAL	\$566,709
	ESTIMATE FY '18		
SAND FILTER PUMP	\$9,000	AVERAGE OVER 8 YEARS	\$69,689
DIGESTOR BLOWER	\$10,000		
	ESTIMATE FY '19		
ROOF REPLACEMENT (BUILDING 17)	\$22,000		
REPLACE BLOWERS (SPREADER)	\$63,500		



Excess Flow Facility

- Pond area is decreased in size by approximately 33%
- Area filled to be utilized for PW staging and equipment.
- Pond becomes "Dry"
- Programmed construction costs \$650,000
- Programmed engineering costs \$75,000
- Programmed contingency \$20,000

Solid Sludge Removal

- During Construction 8 Feet of Water Pumped from Overflow Facility
- Approximately 3 Feet of Sludge Not originally Anticipated was Discovered
- Equates to Approximately 1 million Gallons
- Unable to Treat Sludge at the WWTP
- Will Need to Pump into Tanker Trucks and Spread in the Fields
- Estimated Cost of \$100,000

Funding

• Programmed Funding		• Actual Expenditures	
Engineering	\$75,000	Engineering	\$18,000
Construction	\$650,000	Construction	\$640,000
Contingency	\$20,000	Total	\$658,000
Total	\$745,000		

\$87,000 Available

SUMMARY

- 5,000 Cubic Yards or Approximately 1 million Gallons of Sludge to be Removed from Overflow Facility
- Estimated Cost for Removal-\$100,000 +/-
- Majority if not all of Funding Required is Programmed in FY 2014 Budget
- Request approval From the Board to Bid Project in Current Fiscal Year

Questions



VILLAGE BOARD WORK SESSION

March 24, 2014

- Water Distribution 5 Year Planning Model
- Sewer Collection 5 Year Planning Model

Your Utility System is a big business and you own it!

- \$31M in assets
- A \$6M annual enterprise
 - Pump 650 +/- million gallons of water and treat similar volume of wastewater
 - Maintain 100 miles of water mains, 5 water storage facilities and 3 pumping stations.
 - Maintain regional WWTP, 100 miles of sanitary sewers and 12 lift stations
- Serve 6,800+ customers on a 24/7 basis.



Water Distribution System

- **Revenue Assumptions:**
 - Annual increase of 2% built into fee structure
 - Connection fee = FY '14-\$8,024 - FY '19-\$8,859
 - Fiscal 2015=52 connections (\$434K)
 - Fiscal 2016-2019 =52 connections (\$434K-\$461K)
- **Expenditures in FY 15 include:**
 - \$54.4K for engineering and water consultant
 - \$0K in system improvements
 - \$50K for annual debt service
 - \$50K for unforeseen emergency repairs

Water Distribution Program

	2014	2015	2016	2017	2018	2019
Beginning Fund Balance	\$1,572,215	\$1,610,097	\$1,905,617	\$1,958,485	\$1,833,161	\$1,220,493
Revenue:						
Contributions	\$0	\$0	\$0	\$0	\$0	\$0
Tap-on Fees	\$690,382	\$434,470	\$454,118	\$442,801	\$451,657	\$460,690
Interest Earnings	\$15,800	\$15,300	\$16,500	\$16,500	\$13,300	\$8,700
Total Revenue	\$695,882	\$449,770	\$450,618	\$459,301	\$464,957	\$469,390
Total Available For Spending	\$2,268,097	\$2,059,867	\$2,356,135	\$2,417,786	\$2,298,118	\$1,689,882
Operating Expenses:						
Contractual Services	\$48,000	\$54,350	\$39,350	\$59,625	\$49,625	\$20,000
Capital Outlay	\$560,000	\$0	\$258,300	\$340,000	\$395,000	\$0
Other Financing Uses	\$90,000	\$100,000	\$100,000	\$100,000	\$185,000	\$633,000
Total Expenses	\$698,000	\$154,350	\$397,650	\$558,625	\$1,077,625	\$911,000
Ending Fund Balance	\$1,610,097	\$1,905,517	\$1,958,485	\$1,833,161	\$1,220,493	\$778,882

Water Projects

	FY 2015	FY2016	FY2017	FY2018	FY2019
Revere Road (Wolf to Midland)				\$280,000	
Engineering			\$21,000	\$21,000	
Union Avenue (Revere to Bryant)				\$115,000	
Engineering			\$8,625	\$8,625	
Wolf Road (193rd to 194th)		\$258,300			
Engineering	\$19,350	\$19,350			
East Tower Painting			\$340,000		
Engineering			\$10,000		
Bonness Tower Feasibility Study	\$15,000				
Estimated Construction Costs	\$0	\$258,300	\$340,000	\$395,000	\$0
Engineering	\$34,350	\$19,350	\$39,625	\$29,625	\$0
Total Costs	\$34,350	\$277,650	\$379,625	\$424,625	\$0

WATER MAIN REPLACEMENT FY 2016

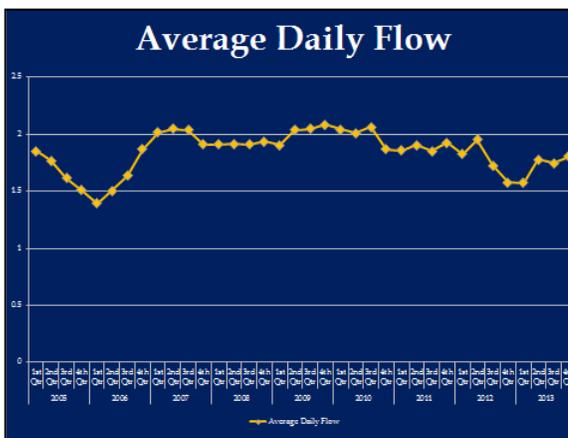
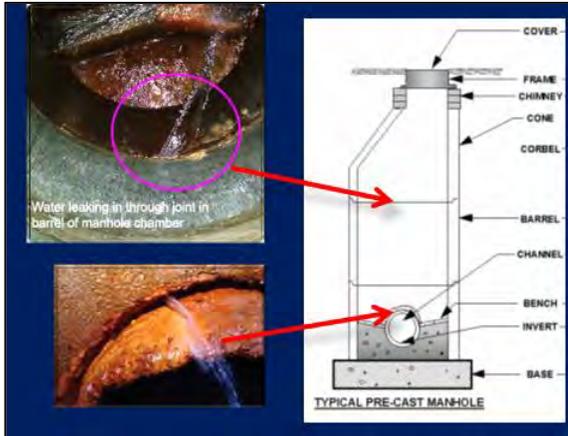


Sewer Collection System

- **Revenue Assumptions:**
 - Annual increase of 2% built into fee structure
 - Connection fee = FY '14-\$2,675 - FY '19-\$2,953
 - Fiscal 2015=52 connections (\$145K)
 - Fiscal 2016-2019 =52 connections (\$145K-\$154K)
- **Expenditures in FY 15 include:**
 - \$15K for engineering
 - \$100K for sanitary manhole rehabs
 - \$15K for testing other inflow sources
 - \$50K for unforeseen repairs

Sewer Capital Improvement Program

	2014	2015	2016	2017	2018	2019
Beginning Fund Balance	\$1,153,201	\$1,350,994	\$1,326,817	\$1,353,024	\$1,382,125	\$1,414,678
Revenue						
Tap-on Fees	\$226,793	\$144,823	\$144,707	\$147,601	\$150,553	\$153,864
Interest Earnings	\$11,000	\$11,000	\$11,500	\$11,500	\$12,000	\$13,000
Total Revenue	\$237,793	\$155,823	\$156,207	\$159,101	\$162,553	\$166,864
Total Available For Spending	\$1,390,994	\$1,506,817	\$1,483,024	\$1,512,125	\$1,544,678	\$1,581,241
Operating Expenses:						
Contractual Services	\$25,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Capital Outlay	\$15,000	\$115,000	\$115,000	\$115,000	\$115,000	\$115,000
Other Financing Uses	\$0	\$30,000	\$0	\$0	\$0	\$0
Total Expenses	\$40,000	\$180,000	\$130,000	\$130,000	\$130,000	\$130,000
Ending Fund Balance	\$1,350,994	\$1,326,817	\$1,353,024	\$1,382,125	\$1,414,678	\$1,451,241



Long Term Study Issues for FY15

BONNESS TOWER FEASIBILITY STUDY

- Assess tank elevation and related system pressure
- Retain a consultant to complete a feasibility study for options \$15,000

VACUUM FILTER REPLACEMENT WWTP

- Current vacuum filter (Alar System) near end of 20 Year production life
- Staff to evaluate replacement options
- New technology

Summary

1. Water System in good shape with minimal repairs.
2. Sanitary Collection system continues with shift in strategy
3. Adequate funding available
 - ✓ Upkeep
 - ✓ Emergencies

- Questions
- Comments
- Thoughts

Village Board Work Session March 24, 2014

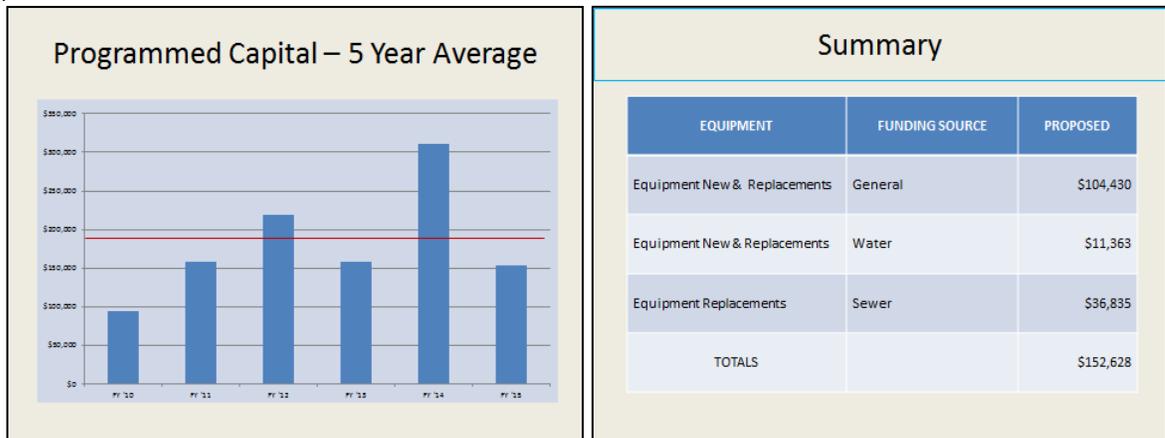
- Capital Equipment Program

Capital Equipment FY 15

Equipment	Dept	Fund	Proposed
Replace PCs (16)	Throughout	General/W & S	\$ 41,100
Replace Notebook PC	Police	General	\$ 1,700
15" MacBook Pro	Cable Access	General	\$ 3,500
Replace Digital AV Mixer	Cable Access	General	\$ 4,200
Playback Monitor	Cable Access	General	\$ 1,575
Blu-Ray Disc & HDD Recorder	Cable Access	General	\$ 1,425
Monitor for Conference Room	PW	General	\$ 1,900
New Table in Council Chambers	PW	General	\$ 1,360
Replace Bullet Shield	Police	General	\$ 1,500
Brake Metal Lathe	PW	General	\$ 6,500
Sand Pressure Washer	PW	General	\$ 4,450
Paint Gun for Hydrants	Water	Water & Sewer	\$ 2,738
4'x4' Safety Trench Box	Water	Water & Sewer	\$ 2,325

Capital Equipment FY 15 Contd.

Equipment	Dept	Fund	Proposed
Replace Command Light (Truck #287)	ESDA	General	\$ 5,000
Replace Dump Bed	PW	General	\$ 8,700
Replace Plow for 21/2 Ton Truck	PW	General	\$ 6,800
Replace Plow for 1 Ton Truck	PW	General	\$ 4,000
Replace Bucket on Lift Truck	PW	General	\$ 2,700
Clam Bucket for Loader	PW	General	\$ 16,620
Replace Recirculation Pump - Bonness Tower	Water	Water & Sewer	\$ 2,000
Replace Chlorine Alarm	Sewer	Water & Sewer	\$ 1,360
Replace Chlorine Regulator	Sewer	Water & Sewer	\$ 3,175
Replace Lift Station Pumps (2)	Sewer	Water & Sewer	\$ 28,000
TOTAL			\$ 152,628



Discussion: Public Works Director Tiberi reviewed the multi-year replacement program for the sewer plant replacement fund. Finance Director Damron reviewed the fund balance history and projections. The sewer plant replacement fund was started in the early 1990s. Transfers were made into this fund from the sewer system capital & sewer operating funds through Fiscal 2008. At that point, the fund was at a balance of over a million dollars. The projections show the fund balance declining. At some point the Village will need to start transferring money back into this fund.

Village Engineer Pearson reviewed the excess flow facility. The Board agreed with staff's recommendation to bid the sludge removal in the current fiscal year and directed staff to move forward.

Finance Director Damron and Public Works Director Tiberi presented an overview of the water and sewer system capital improvement funds. There are annual increases of 2% built into the fee structure for tap-ons. Finance Director Damron stated the water system capital improvement fund balance was dropping due to the transfers into the capital improvement, repair and replacement fund to cover new debt payments for the lake water improvements.

Finance Director Damron reviewed the capital equipment items being proposed. The programmed capital equipment was below the 5 year average of approximately \$187K. The Village Board was in agreement with the items presented and directed staff to include these concepts into a FY 15 preliminary draft budget.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Fleischer adjourned the work session at 8:40 p.m.

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, April 14, 2014

CALL TO ORDER

Mayor Fleischer called the Board of Trustees Work Session to order at 7:53 p.m.

ROLL CALL

The following Trustees were present:

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

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

Dinolfo’s Banquet Facility, 9425 W. 191st Street

Chris DiNolfo requests conceptual review for a Special Use Permit for a Planned Unit Development to improve the DiNolfo Banquet facility and property located at 9425 W. 191st Street. The proposal includes updating the interior of the building, improvements to the façade of the building and creating outdoor garden areas to accommodate a growing trend to hold social events outside the building. Staff explained that the 40 foot high sign depicted on the plans did not comply with Village standards and would be removed from future submittals.

The Board had no concerns with the proposal and directed staff to advance the special use request to the Plan Commission and the request for fee relief to the Economic Development Commission.

Fiscal Year 2015 Budget

Village Administrator John Downs presented to the Board a power point presentation regarding the FY 2015 Budget.

Village Board Work Session
April 14, 2014

- Building Improvements
 - »Village Hall
 - »ESDA
 - »Police
 - »Public Works
 - »Hickory Creek Parking Lot

VILLAGE HALL

- Rest Rooms (Toilets & Faucets)=\$4.1K+/-
- Replace Front and Rear Doors=\$22.2K+/-
- Tuck Point West Wall=\$21K+/-
- Replace 2 cast stone columns=\$4.7K+/-
- Clean Masonry Walls,=\$5.8K+/- (int/ext)
- Remove Obsolete communication tower=\$3K+/-

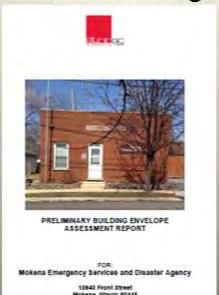


VILLAGE HALL

- Cable Room=\$2,000+/-
- Clean and reseal tile in lobby=\$800
- Painting=\$27K+/-
- Replace Carpeting \$30K+/-
- Window Treatments & chair railing=\$6K+/-
- Phased:
 - Equipment relocation=\$6.5K
 - Demolition and removal=\$13K



ESDA Building



PRELIMINARY BUILDING ENVELOPE
ASSESSMENT REPORT

FOR:
Mokena Emergency Services and Disaster Agency
10041 Front Street
Mokena, Illinois 60448

Condition Overview

RECOMMENDATION AND COST ESTIMATE
It is recommended that further investigation be conducted to determine the extent of damages caused by years of moisture intrusion and how this and the above findings described above could have compromised the structural integrity of the building. Below is a general recommendation for course of action:

DESCRIPTION OF WORK	ALLOWANCE	COST ESTIMATE
Roof	Test for moisture content and structural integrity of roof assembly. Remove, patch and repair damaged roof assembly.	\$10,500
Masonry wall	Test for moisture content and structural integrity of wall assembly. Remove, patch and repair damaged wall assembly.	\$25,000
Window systems	Test windows for moisture intrusion and air infiltration. Remove and replace window and install sill, flashing and casement.	\$3,200
Exterior doors	Test doors for moisture intrusion and air infiltration. Remove and replace doors and install threshold, flashing and casement.	\$6,000
Foundation	Test for moisture content and structural integrity of foundation. Remove, patch and repair damaged foundation.	\$3,600

Recommend Programming \$50K+/- repairs and intensive investigation
 ✓ \$30K+/- for repairs
 ✓ \$20K+/- for more detailed building assessment

PUBLIC WORKS

- Re-surface and new pavement for DPW= \$100K+/-
- Street operations Security Camera \$6,400+/-
- WWTP Security Camera \$6,700 +/-

POLICE DEPARTMENT

- Seal & Re-Stripe Police Lot \$4,000

Financial Summary

Facility	Estimated Cost	Funding Source
Village Hall	\$146K+/-	Capital Repair Fund
ESDA Facility	\$50K+/-	Capital Repair Fund
Police Station	\$4K+/-	General Fund
Public Works Facility	\$106.4K+/-	Capital Repair Fund
WWTP	\$6.7K+/-	Capital Repair Fund
Hickory Creek Commuter Lot	\$20K+/-	Capital Repair Fund
Total	\$383.1K+/-	

METRA PARKING LOT

- Reseal and Restripe Hickory Creek Metra Parking Lot=\$20K+/-

Goals and Objectives

- Maintain or improve service levels
- Decrease aggregate costs by eliminating one management position
- Re-align responsibilities and duties of key staff members (more flexible)
- Develop institutional and administrative capacity of support staff.
- Utilize contract support on targeted functions

Public Works Realignment Background

- Initiated concept during Spring of 2013.
- Revisited matter in Summer of 2013.
 - Provided structural overview
 - Communicated the basic goals
 - Provided overview of financial savings.
- Intended on completing in fall of 2013.
- Decided to functionally test reorganizational concepts before finalizing and seeking Board approval.

How will this be achieved?

- Utilities Superintendent retires (March of 2013)
- Street/Grounds Superintendent re-aligned as Assistant PW Director (#2 person)
 - Street Superintendent position dissolved
 - Utility Superintendent position dissolved
 - Assistant DPW created and work realigned
- PW Director re-aligned to assume more daily supervision of street /grounds department, snow plowing and emergency operations.
- Staff Engineer re-aligned to assume more PW operational responsibilities.
- Village Engineer – re-aligned to assume more PW administrative responsibilities

Realignment Illustration

	Administration		Streets/ROW's		Utility System		BLOS/Grounds		Development		Total	
	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed	Current	Proposed
Public Works Director	30%	15%	25%	45%	20%	35%	20%	25%	5%	5%	100%	125%
Street Sup to Ass. Public Works	10%	20%	65%	35%	5%	50%	20%	15%	0%	5%	100%	125%
Utilities Superintendent	10%	0%	5%	0%	80%	15%	0%	0%	5%	0%	100%	15%
Village Engineer	30%	45%	15%	20%	15%	5%	5%	35%	35%	100%	120%	
Staff Engineer	20%	20%	25%	20%	25%	10%	10%	25%	25%	100%	115%	
Total Allocation	100%	100%	125%	125%	140%	140%	55%	55%	70%	70%	500%	500%

Reduction in Streets and ROW made up With support of DPW and Staff Engineer

- Increase administrative duties (Acting Director)
- Decrease direct responsibilities for streets/ROW's
- Shift focus to Utility system management
- Continue to provide bld./ground support
- Involvement with development issues from utility perspective

Street Super. To Asst. PW Director Time Allocation

	Current	Proposed
Administration	10%	20%
Streets/ROW's	65%	35%
Utilities	5%	50%
Bldgs/Grounds	20%	15%
Development	0%	5%
Total	100%	125%

How will this be achieved?

- Staff Engineer re-aligned to assume more PW operational responsibilities.
- Village Engineer – re-aligned to assume more PW administrative responsibilities

Street Super. To Asst. PW Director Time Allocation

	Current	Proposed
Administration	10%	20%
Streets/ROW's	65%	35%
Utilities	5%	50%
Bldgs/Grounds	20%	15%
Development	0%	5%
Total	100%	125%

- Increase administrative duties (Acting Director)
- Decrease direct responsibilities for streets/ROW's
- Shift focus to Utility system management
- Continue to provide bld./ground support
- Involvement with development issues from utility perspective

Public Works Director

	Current	Proposed
Administration	30%	15%
Streets/ROW/s	25%	45%
Utilities	20%	35%
Bldgs/Grounds	20%	25%
Development	5%	5%
Total	100%	125%

- Supervise & Direct Day to Day personnel & operations in Streets & Buildings-Grounds
 - Garbage & Litter, Landscaping, Street Lights, Signs, Traps, Potholes, Storm Sewers, Jetting, Mowing, Building Repairs, Community Service, Property Maint.
- Lead for Emergency overtime call outs
 - Snow Removal, storms, drainage, water leaks, building maintenance
- Handle Streets, Parking Lot, MFT & Building budgeting
- Assist in Utilities Management with Assistant DPW other staff
- Manage Staff Engineer
- Continue all other Duties as Public Works Director

Staff Engineer

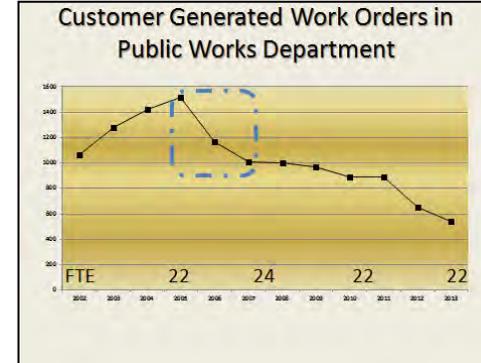
	Current	Proposed
Administration	20%	20%
Streets/ROW/s	25%	35%
Utilities	20%	25%
Bldgs/Grounds	10%	10%
Development	25%	25%
Total	100%	115%

- Increase Streets/ROW operational activities
 - Provide more support with General Maintenance program.
 - Punch list and subdivision completion
- Provide additional planning and technical support in utilities

Village Engineer

	Current	Proposed
Administration	30%	45%
Streets/ROW/s	15%	20%
Utilities	15%	15%
Bldgs/Grounds	5%	5%
Development	35%	35%
Total	100%	120%

- Re-align work to provide more DPW administrative support
 - Contract Management
 - Oversee all bidding documents
 - Capital Projects
 - Maintenance work
 - Utility Company Permitting
 - Manage administrative service calls.



Emergency

Type	Function	Frequency	Staffing Levels Alternative					Notes
			Current	6	5	4	3	
Emergency	ROADWAY MAINTENANCE	LOW	1 DAY IMMEDIATE RESPONSE	1	1	1	1	FOR ELECTRIC OR PAVING EMERGENCIES FOR EXAMPLE
	STORM DRAIN CLEARING	LOW	3 DAY IMMEDIATE RESPONSE	1	1	1	1	HOW FREQUENT AND EXTENSIVE PAYS TO PREVENT STORM DRAINS FROM CLOSING WITH LEAVES OR DEBRIS
	DEBRIS REMOVAL, TREE BRANCHES, STREET LIGHT POLES, STORM DAMAGE, CAR ACCIDENTS, WRECKS, ETC.	LOW	1 DAY IMMEDIATE RESPONSE	1	1	1	1	HOW MUCH DEBRIS/ACCIDENTS THAT ARE BLOCKING TRAFFIC OR ENDANGERING SAFETY
	POTHOLES	MEDIUM	1 DAY IMMEDIATE RESPONSE	1	1	1	1	HOW POTHOLES THAT ARE DANGEROUS TO SAFE TRAVEL, FOR VEHICLES
	ROAD KILL	HIGH	1 DAY IMMEDIATE RESPONSE	1	1	1	1	CONSIDERED EMERGENCY FOR HEALTH
	TRAFFIC CONTROL SIGN REPLACEMENT	HIGH	1 DAY IMMEDIATE RESPONSE	1	1	1	1	STOP SIGNS OR TRAFFIC SIGNS FOR SAFETY

EMERGENCY SITUATIONS WOULD NOT BE AFFECTED BY ALTERNATIVE STAFFING LEVELS AS THEY ARE GIVEN HIGHEST PRIORITY FOR COMPLETION ON A 24/7 BASIS!

CRITICAL INCIDENT

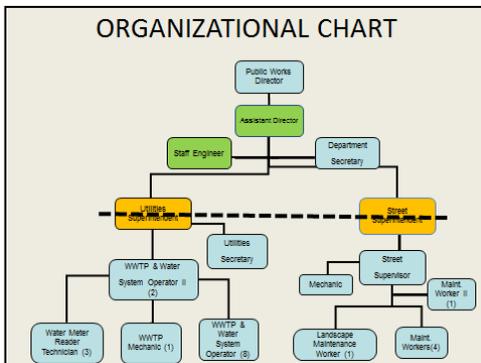
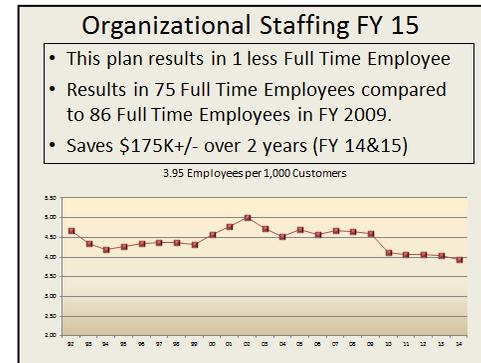
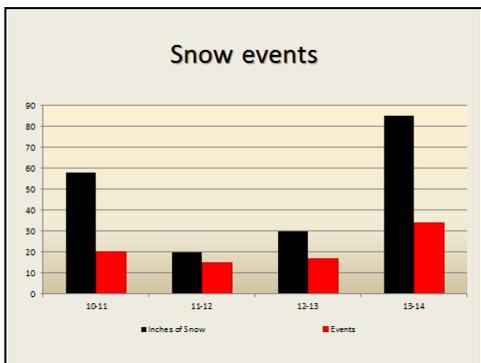
Type	Function	Frequency	Staffing Levels Alternative					Notes
			Current	6	5	4	3	
CRITICAL INCIDENT	DEBRIS REMOVAL	MEDIUM	1 WORKING DAY	1	1	1	1	FOR STORMS OR ACCIDENTS THAT ARE NOT FAST OVERBURDENED. BIG CLEAN UPS WOULD BE AFFECTED NIGHT AFTER. INITIAL CLEANING OF STREETS IS IMPACTED.
	MAILBOX REPLACE & REPAIR	MEDIUM	1 WORKING DAY	1	1	1	1	MAIL BOXES ARE HIGH PRIORITY. REDUCED STAFFING LEVELS WILL GREATLY IMPACT THE SERVICE WITH ADDRESS NUMBERS OR MORE SLOW.
	POTHOLES	HIGH	2 WORKING DAYS	1	1	1	1	POTHOLES SHOULD BE NOTICED. IF NOT NOTICED WOULD WAIT UNTIL CROWD CAN BE SCHEDULED.
	STREET LIGHTS OUT	HIGH	2 WORKING DAYS	1	1	1	1	IMPACTED FOR SAFETY WOULD BE DELAYED IN EVENTS OF SCHEDULING PRIORITY.
	STREET LIGHTS OUT	HIGH	2 WORKING DAYS	1	1	1	1	

CRITICAL INCIDENTS WOULD BE IMPACTED WITH ALTERNATIVE STAFFING LEVELS OF 7 OR LESS!

CUSTOMER

Type	Function	Frequency	Staffing Levels Alternative					Notes
			Current	6	5	4	3	
CUSTOMER	STREET SIGN REPLACEMENT/REPAIR	HIGH	2 WORKING DAYS	2	2	2	2	WOULD WAIT FOR AVAILABLE HELP FOR POLE REPLACEMENT
	GRASSY REMOVAL	MEDIUM	3 WORKING DAYS	3	3	3	3	REMOVED AS SOON AS POSSIBLE AFTER POLICE REPORTS. WOULD BE SCHEDULED
	PICKUP REMOVALS	HIGH	3 WORKING DAYS	3	3	3	3	NON-EMERGENCIES WOULD HAVE TO WAIT FOR SCHEDULING
	PARKWAY REMOVAL/TREAT	MEDIUM	7 WORKING DAYS	7	7	7	7	REDUCED STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON TRIPS
	COURTNEY CLEANING/MAINTENANCE	MEDIUM	7 WORKING DAYS	7	7	7	7	REDUCED STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON TRIPS
	STORMS & SWAGING	LOW	14 WORKING DAYS	14	14	14	14	REDUCED STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON TRIPS
	PUBLIC ROW/RAINWATER MAINTENANCE	LOW	21 WORKING DAYS	21	21	21	21	REDUCED STAFFING LEVELS WOULD IMPACT SCHEDULING ON LOWER PRIORITY MULTI-PERSON TRIPS
	STREET LIGHTS - COM ID	HIGH	28 DAYS					WOULD BE CHECKED OUT AFTER OUR STREET LIGHTS OF ONLY A BULK 2-3 DAYS

CUSTOMER REQUESTS WOULD BE DIRECTLY IMPACTED WITH ALTERNATIVE STAFFING LEVELS OF 7 OR LESS!



- ### Did we meet our Goals?
- Since last March when informally implemented
 - ✓ Maintain or improve service levels
 - ✓ Decrease aggregate costs by eliminating one management position=(\$175K savings) for FY 14&15.
 - ✓ Re-align responsibilities and duties of key staff members resulting in more flexible staff.
 - ✓ Develop institutional and administrative capacity of support staff.

Discussion: There was some discussion with regard to the scope and cost to analyze and potentially repair the ESDA building. The discussion focused on the cost to analyze the facility and make probable repairs. In addition, there was some general discussion about long-term use of the facility.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Fleischer adjourned the work session at 8:50 p.m.

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, April 28, 2014

CALL TO ORDER

Mayor Fleischer called the Board of Trustees Work Session to order at 8:32 p.m.

ROLL CALL

The following Trustees were present:

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

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

Fiscal Year 2015 Budget

Village Administrator John Downs presented to the Board a power point presentation regarding the FY 2015 Budget.

Purpose of Tonight's Meeting

- What's been done so far?
 1. Road and infrastructure maintenance
 2. W&S Capital Programs
 3. WWTP repair/replacement and Excess flow facility
 4. Fleet Management
 5. Capital Equipment
 6. Facility Upkeep
 7. DPW Re-organization
- Tonight's Discussion very general in nature.
 1. Parking Lot Fund
 2. Water Operating Fund
 3. Sewer Operating Fund
 4. General Fund
- Next Steps
 1. Preliminary Budget Draft with all detail on 5-28
 2. Public Hearing on 6-23

Parking Lot Fund
Water Operating Fund
Sewer Operating Fund

April 28, 2014

FY 15 Parking Lot Fund Summary

- **FY 14 Revenue Summary**
 - Budgeted=\$298.5K
 - Expected=\$288.8K
 - (\$9.7K) under budget
- **FY 14 Expense Summary**
 - Budgeted=\$297.3K
 - Expected=\$315.5K
 - (\$18.2K) over budget
- **FY 14 Current Year**
 - Budgeted fund balance of \$79.6K
 - Estimated balance of \$53.6K
 - Net negative operating results = -\$26K
- **FY 15 Revenue Summary**
 - Budgeted=\$290.5K
 - -\$8.1K under FY 14
 - -3%
- **FY 15 Expense Summary**
 - Budgeted=\$269.5K
 - -\$27.8K under FY 14
 - -9%
- **FY 15 Fund Balance Summary**
 - FY 14=\$53.6K
 - FY 15=\$74.5K
 - 28%

	FY 14 Act.	FY 15 Act.	FY 14 Budget	FY 15 Est.	FY 15 Budget
Parking Lot	\$28.0K	\$28.2K	\$29.8K	\$27.6K	\$29.5K
	22%	20%	22%	17%	18%

Water Operating Fund Summary

- **FY 14 Revenue Summary**
 - Budgeted=\$4.289M
 - Expected = \$4.423M
 - +\$134K over budget
- **FY 14 Expense Summary**
 - Budgeted=\$4.523M
 - Expected=\$4.463M
 - \$60K under budget
- **FY 14 (current year fund) balance**
 - Budgeted = \$1.132M (25%)
 - Estimated = \$1.335M (30%)
 - Net positive operating results = +\$203K
- **FY 15 Revenue Summary**
 - Budgeted=\$4.725M
 - +\$436K over FY 14
 - +10.2%
- **FY 15 Expense Summary**
 - Budgeted=\$4.881M
 - +\$359K over FY 14
 - +7.9%
- **FY 15 Fund Balance**
 - FY 14 = \$1.335M = (30%)
 - FY 15 = \$1.179M = (24%)

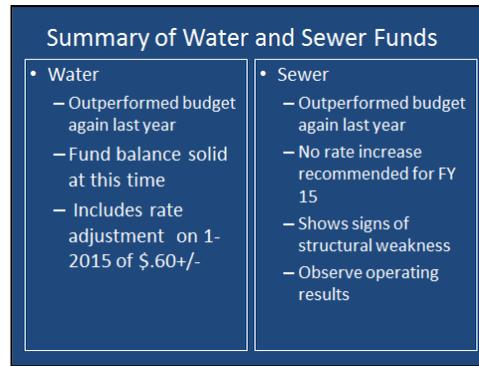
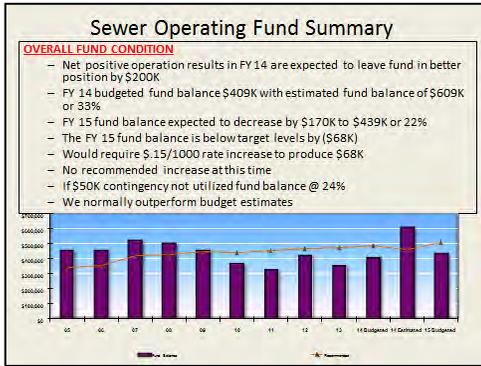
Water Operating Fund

OVERALL FUND CONDITION

- Net Positive Operation Results in FY14 are expected to leave fund in Better Position +\$203K
- FY 15 Budgeted Fund Balance of \$1.179M
- FY 15 Fund balance to decrease by (\$156K)
- BUT... Still expected to be 24% of policy level with 100K contingency
- We normally outperform budget estimates and expect that trend to continue.

Sewer Operating Fund

- **FY 14 Revenue Summary**
 - Budgeted = \$1.839M
 - Expected = \$1.873M
 - +\$34K over budget
- **FY 14 Expense Summary**
 - Budgeted=\$1.968M
 - Expected = \$1.850M
 - \$118K under budget
- **FY 14 Current Year Fund Balance**
 - Budgeted=409K (21%)
 - Estimated+\$609K (33%)
 - Net positive operating results =+\$200K
- **FY 15 Revenue Summary**
 - Budgeted = \$1.859M
 - +\$20K over FY 14
 - 11%
- **FY 15 Expense Summary**
 - Budgeted = \$2.029M
 - +\$61K over FY 14
 - +3.1%
- **FY 15 Fund Balance Summary**
 - FY 14 = \$609K (33%)
 - FY 15 = \$439K (22%)



Discussion: the Board was comfortable with the status of the three enterprise funds and directed Village Staff to include these concepts in the FY 15 preliminary budget.

THE GENERAL FUND!

General Fund Revenue Summary

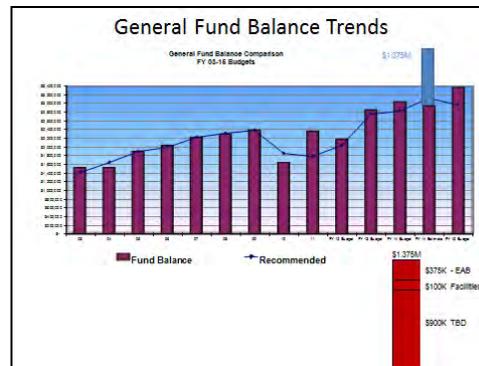
	Actual Fiscal '12	Actual Fiscal '13	Budgeted Fiscal '14	Estimated Fiscal '14	Budget Fiscal '16	Amount of Change	% of Change
Revenues							
Taxes	\$ 8,830,884	7,044,002	6,771,884	7,178,892	7,421,414	649,530	8.89%
Loanses	787,064	884,289	845,881	860,863	864,077	11,218	1.74%
Permits	210,614	276,104	172,000	241,894	188,000	17,000	8.83%
Intragovernmental							
Revenue - State	15,878	15,880	17,888	17,888	16,840	(2,048)	(11.43%)
Intragovernmental							
Revenue - Local	270,072	276,474	280,803	280,802	280,804	-	0.00%
Readon Fees	-	-	-	-	50,764	50,764	N/A
Fees	245,072	287,709	196,600	214,147	210,000	18,600	7.42%
Other Revenue	1,046,387	438,000	482,828	618,748	668,720	168,082	28.00%
Total Revenue	\$ 9,899,889	\$ 8,614,469	\$ 8,634,654	\$ 9,099,002	\$ 9,669,697	\$ 26,011	0.87%

- Tax Revenue up by \$649.5K or 9.6%
 - Sales tax +\$564.7K or 14.5%
 - Income Tax +\$82.5K or 4.7%
- Other Revenue up by \$104.1K or 23% (Rental Income - \$53.5K or 23%, Misc. Income - \$49.5K or 3.1%)
- Total Revenues up by \$825K or 9.7%

General Fund Expenditure Summary

	Actual FY 12	Actual FY 13	Budgeted FY 14	Estimated FY 14	Budget FY 15	Amount Change	% of Change
Personnel Services	\$5,266,130	\$5,271,102	\$5,616,364	\$5,571,435	\$5,723,762	\$107,198	1.91%
Commodities	\$637,427	\$660,066	\$750,682	\$714,756	\$787,805	\$37,123	4.93%
Contractual Services	\$1,285,699	\$1,307,281	\$1,535,706	\$1,368,111	\$1,684,838	\$149,132	9.71%
Capital Outlay	\$583,956	\$436,481	\$480,057	\$456,200	\$614,910	\$134,853	28.09%
Other	\$0	\$1,375,000	\$150,000	\$1,375,000	\$150,000	\$0	0%
G.F. Total Expense	\$7,773,232	\$9,049,930	\$8,533,009	\$9,485,502	\$8,961,315	\$428,306	5.02%

- Personal services up by \$107K or 2%
- Commodities up by \$37K or 5%
- Contract services up by \$149K or 9.7%
- Capital up by \$134K or 28%
- Total Expenditures up by \$428K or 5%



- ### Key General Fund Points
- Sales tax continues to trend consistently higher
 - FY 15 Revenue projected above expenditures by \$397K
 - Positioned to be risk protected with fund balance at \$3.3M at end of FY 15
 - Second consecutive year of \$1.375M available for dedicated use (i.e. EAB)
 - OTHER
 - Staffing remains at current levels.
 - Core service levels remain constant.
 - Continue effort to do more with existing work forces

- ### General Fund Issues Ahead
- LGDF is subject to potential legislative action
 - This makes income tax projections more speculative
 - Due to Legislative uncertainty, recommendation to maintain GF balance level at levels above 33% (amount equaling budgeted revenues above expenses in FY 15).
 - Should forecasts become reality, additional Net Positive Operating Result again in FY 15

Major Operating Fund Balances Summary

OPERATING FUND BALANCES						
Fund	Begin FY '14	Begin FY '15	Ending FY '15	Recommended Amount	Variance	Actual%
General	\$3,324,391	\$2,937,971	\$3,335,243	\$2,957,234	\$378,009	37%
Water	1,374,685	1,334,933	1,178,888	1,220,371	(41,533)	24%
Sewer	586,172	608,908	439,182	507,134	(67,952)	22%
Parking Lot	80,227	53,570	74,536	67,374	7,162	28%

- GF is in solid condition with over 33% in reserves (provides for legislative uncertainty)
- Water fund is stable at 24% at this time
- Water rate increase will be required at first of 2015
- Sewer holding steady with some signs of weakness... rate adjustment on hold for FY 15.
- Parking lot fund recovered and now in stable condition at just over 25%

Questions, comments, clarifications

Discussion: The Board concurred with the proposed general fund budget and expressed their positive view with regard to the solid condition of the fund. The staff was direct to include these concepts in a preliminary draft for further review.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Fleischer adjourned the work session at 8:52 p.m.

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Tuesday, May 27, 2014

CALL TO ORDER

Mayor Fleischer called the Board of Trustees Work Session to order at 8:54 p.m.

ROLL CALL

The following Trustees were present:

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

Also present were: Village Clerk Patricia Patt; Village Administrator John Downs; Finance Director Barb Damron; Police Chief Steve Vaccaro; Economic and Community Development Director Alan Zordan; Street Superintendent Mark Detloff and Village Engineer Paul Pearson.

Fiscal Year 2015 Budget

Village Administrator John Downs and Finance Director Barb Damron presented to the Board a power point presentation regarding an entire preliminary draft of the FY 15 Budget.

What's been done so far?	
1. Road and infrastructure maintenance	
2. W&S Capital Programs	
3. WWTP repair/replacement and Excess flow facility	
4. Fleet Management	
5. Capital Equipment	
6. Facility Upkeep	
7. DPW Re-organization	
8. Parking Lot Fund	
9. Water and Sewer Operating Funds	
10. General Fund	

What's Left	
1. FY 14 proposed budget amendments	
2. Proposed FY 15 Fiscal Transfers	
3. Refuse Fund	
4. Capital Repair/Replacement Fund	
5. Overview of all Capital Funds	
6. Overview of Budget Aggregate Budget	
a) All Funds	
b) Revenues and expenditures	
c) Fund Balances	

FY 14 Budget Amendments			
Summary			
FISCAL 2014 Budget Amendments			
Fund Name	Budgeted Amount	Proposed Amendment	Reason Funding Source
General Fund	\$8,333,000	\$2,200,000	Additional Costs (costs associated with transfer to Capital Imp. - Repair & Replacement Fund for EAB Program, Infrastructure, & Municipal Facilities) Additional Revenue and Fund Balance
INDRFICA, MC Fund	\$605,101	\$615,000	Additional Costs (costs associated with snowplowing overtime) Fund Balance
Municipal Parking Lot Fund	\$297,324	\$318,000	Additional Costs (costs associated with snowplowing of Mena lots) Fund Balance
Water System Capital Improvement Fund	\$654,400	\$650,000	Additional Costs (costs associated with Third & Midland watermain project) Additional Revenue
Capital Improvement, Repair & Replacement Fund	\$2,476,362	\$3,175,000	Additional Costs (costs associated with Parking Lot improvements, replacing Tinley Park sewer water bonds, & road maintenance program) Additional Revenue & Fund Balance

Summary of Proposed Fund Transfers FY 15			
FISCAL 2015 TRANSFERS			
Fund From	Fund To	Purpose	Amount
Performance Bond	General	Transfer Interest Earnings	\$ 3,100
Refuse	General	Interfund Service Charge	44,989
Water	General	Interfund Service Charge	80,335
Water	Capital Improvement	Joint System Costs	35,000
Sewer	General	Interfund Service Charge	80,335
Parking Lot	General	Interfund Service Charge	75,324
Water System Capital	Capital Improvement	Water Improvements	50,000
TOTALS			\$ 369,083

FY 15 Refuse Fund Summary

FY 14 Revenue Summary

- Budget=\$1.939M
- Expected=\$61.209M
- +\$13.9K over budget

FY 14 Expense Summary

- Budget=\$1.21M
- Expected=\$1.21M

FY 14 Fund Balance

- Expected+\$151.9K

FY 15 Revenue Summary

- Budget=\$1.286M
- +\$40.6 over FY 14
- +3.4%

FY 15 Expense Summary

- Budget=\$1.242M
- +\$32.7 over FY 14
- +2.7%

FY 15 Fund Balance

- Budget=\$146K

Consumer Impacts

Monthly rate adjustment

- Begins in August
- SF +\$.37 (\$4.44)
- TH +\$.33 (\$3.96)
- APT+\$.26 (\$3.12)

Free programs and discounts

- Senior discounts
- \$12.4K rate discount
- \$18K (1) month free service
- Free Leaf and branch pick up costs \$14.8K
- Total Costs - \$45.2K**

Capital Repair/Replacement Fund

FUND BALANCES IN ESCROW ACCOUNTS				
Accounts	Begin FY '14	Begin FY '15	Ending FY '15	Purpose
Municipal Parking Facilities (Restricted)	268,731	127,193	107,220	Funds escrowed for future repairs/improvements to the municipal parking facilities. Funds escrowed through transferred parking lot fees.
Water Improvements (General Restrictions for Water Related Issues)	(1) Res. 750,000 (2) Res. 100,215 (3) Res. 240,554 1,232,782	524,693 0 236,888 761,581	537,388 227,703 764,996	Funds escrowed through connection fees, operating transfers, contributions and interest. The fund is established specifically to be utilized for water related expenditures which include, Oak Lawn debt and lake water joint system maintenance (New Lenox and Mokena).
Municipal Facilities (Restricted)	129,459	229,491	125,287	Facility improvements/major upkeep can be funded through this account. This account has also been utilized to fund land acquisitions and facility expansions.
General Infrastructure (Transportation Projects) EAB Program (Restricted)	2,047,043 1,275,000 3,442,043	2,920,722 1,150,420 4,071,142	2,505,471 663,620 3,168,091	This account is available for road and other infrastructure projects and costs based on pending needs of the Village. The 10% sales tax provides revenue for this fund. Beginning in FY '14, the EAB program is also included as an infrastructure project.
Total	\$5,073,025	\$5,189,514	\$4,165,594	

Capital Fund Balance Summary

CAPITAL RESERVE FUND BALANCE			
Fund	Begin FY '14	Begin FY '15	Ending FY '15
Water Capital	\$1,372,215	\$1,332,275	\$1,305,421
Sewer Capital	1,153,201	1,332,252	1,327,317
Sewer Plant Replacement	968,620	906,920	793,330
Sewer Plant Expansion	6,104,222	5,464,722	5,346,722
Capital Imp., Repair, Replacement	5,073,025	5,189,514	4,165,594
Totals	\$14,871,283	\$14,445,683	\$13,538,384
			-\$907.3K

- Water Capital to increase due to no scheduled water main projects
- Sewer Capital to decrease slightly due to inflow rehab project of \$115K +/-
- Sewer plant replacement is beginning to show signs of declining balances and will need to monitor in future
- Sewer plant expansion remains stable with excess flow facility improvements of \$100K +/-
- Capital Improvement, Repair and Replacement programmed to decrease due to aggressive road repairs, EAB program, and facility improvements.

VILLAGE OF WILMOTA FISCAL YEAR 2015 BUDGET SUMMARY OF ALL FUNDS

Fund Name	Operating	Revenue	Expenses	Fund Balance
01 General	15,235,001	15,820,000	15,869,000	9,236,000
02 Audit	10,000	5,000	5,000	10,000
04 Performance Bond	490,000	110,100	200,100	339,900
05 Tourism	30,010	40,300	25,740	46,570
06 Special Tax Allocation	10,100	30,000	1,000	110,210
07 Senior Citizens Fund	20,000	27,220	21,040	26,180
08 AMERICANIC Contribution	201,370	610,400	610,380	230,370
09 Police Pension	14,840,241	1,882,000	371,000	1,539,100
11 Water Utility Fee	704,720	470,300	604,710	579,400
12 Refuse	131,010	1,230,000	1,241,000	140,000
16 Water & Sewer Operating	1,930,000	6,504,100	6,910,000	1,610,000
17 Municipal Parking Lot	30,000	200,000	200,000	74,000
19 Sewer System Capital Impro.	1,000,000	110,000	100,000	1,020,000
20 Water System Capital Impro.	1,600,000	507,000	150,000	1,957,000
21 Sewer Plant Replacement	900,000	2,000	110,000	790,000
22 Plant Expansion	5,464,722	20,000	100,000	5,346,722
23 Capital Improvement, Repair and Replacement	5,073,025	2,000,710	2,260,710	4,165,594
Totals	\$38,020,170	\$22,871,718	\$20,542,000	\$26,114,000

Categorical Budget Overview

	FY 14 Budget	FY 15 Budget	\$ Inc./Dec.	% Change
REVENUES				
Taxes	\$10,170,812	\$11,090,914	\$920,102	8.94%
Fees	\$195,500	\$210,000	\$14,500	7.42%
License/Permits	\$814,891	\$840,227	\$25,336	3.11%
Service Charge	\$8,044,308	\$8,695,099	\$650,791	8.09%
Grants/Trans.	\$398,681	\$296,623	(\$102,058)	(25.60%)
Development	\$395,000	\$658,919	\$263,919	66.81%
Other	\$1,825,042	\$2,080,936	\$255,894	13.99%
TOTAL	\$21,744,402	\$23,831,718	\$2,087,316	9.60%
EXPENSES				
Personal Serv	\$8,787,017	\$9,018,569	\$231,552	2.64%
Commodities	\$1,464,112	\$1,783,167	\$319,055	21.79%
Contract Serv	\$8,012,654	\$8,464,243	\$451,589	5.64%
Capital Outlay	\$4,062,963	\$3,638,806	(\$424,157)	(10.44%)
Other/Trans	\$347,000	\$638,100	\$291,100	83.60%
TOTAL	\$22,873,746	\$23,542,885	\$669,139	2.93%

FY 15 Budget Fund Balance Categorical Comparisons

Beginning balance \$ 35,825,170
Revenues \$ 23,831,718
Expenditures (\$23,542,885)
Ending balance \$ 36,114,003

Balances by Category

CAPITAL RESERVE FUND BALANCE			
Fund	Begin FY '14	Begin FY '15	Ending FY '15
Water Capital	\$1,372,215	\$1,332,275	\$1,305,421
Sewer Capital	1,153,201	1,332,252	1,327,317
Sewer Plant Replacement	968,620	906,920	793,330
Sewer Plant Expansion	6,104,222	5,464,722	5,346,722
Capital Imp., Repair, Replacement	5,073,025	5,189,514	4,165,594
Totals	\$14,871,283	\$14,445,683	\$13,538,384
			-\$907.3K

Questions, comments, clarifications

Next Steps
<ol style="list-style-type: none">1. Conduct Public Hearing on June 23rd2. Adopt budget on June 23rd3. Implement FY 15 Budget directives and related programs

Discussion: Finance Director Damron reviewed the proposed FY 14 Budget Amendments and the proposed fund transfers for FY 15. Finance Director Damron also went over the Refuse Fund, the monthly rate adjustment effective July 1, 2014, billable in August and the free programs and discounts still being programmed in the FY 15 Refuse Fund Budget. The capital funds were also summarized. The Board was in agreement with the items presented.

Administrator Downs presented an overview of the entire FY 15 budget. At the conclusion of the work session, the Board concurred and directed staff to finalize the budget for presentation later in June.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Fleischer adjourned the work session at 9:28 p.m.

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

Session #012

June 23, 2014

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Mayor Frank Fleischer, 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:

John Mazzorana
George Metanias
Jim Richmond
Joe Siwinski

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

Absent: Trustees Debbie Engler, Don Labriola

DISCOVER MOKENA

Mayor Fleischer introduced Cindy Gamboa, 4th of July Parade Chairman. Ms. Gamboa gave a brief presentation about the Annual 4th of July Parade. The chamber is looking for volunteers to assist with parade line up. Parade begins at 10:00 am beginning at Wolf and LaPorte, moving North on Wolf Rd., concluding at Granite Dr. This year's theme is "Great American Super Heroes". There will be fireworks and afternoon activities presented by the Village of Mokena, Mokena Park District and Pipe Fitters Local #597 Training Center in Mokena.

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. 2014-O-022, 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 site plan, landscape plan and building elevations as depicted on the attached exhibits for the property located at 19635 W. 97th Avenue.
- c) Motion to approve the site plan and landscape plan as depicted on the attached exhibits for Prairie Ridge Park located at 27449 Coneflower Drive.
- d) Motion to approve Ordinance No. 2014-O-023 as it pertains to the Prevailing Rate of Wages and authorize the Village President and Village Clerk to execute the same.
- e) Motion to approve minutes from the June 9, 2014 Board Meeting.

Trustee Mazzorana made a motion to approve Consent Agenda Items 5 (a), (b), (c) ,(d) and (e) as depicted in the June 19, 2014 Request for Board Action prepared by the Village Administrator. Trustee Siwinski seconded.

AYES: (4) Siwinski, Richmond, Metanias, Mazzorana

NAYS: (0)

Absent: (2) Engler, Labriola

Motion carried

SPECIAL FINANCE REPORT

Finance Director Barb Damron presented the Bill List for the second accounts payable for June totaling \$405,333.69. She highlighted the following bills to be paid.

- \$ 29,509.10 Austin Tyler Construction – Third & Midland Watermain Project
- \$ 126, 988.50 D Construction - Townline Road Bridge Repairs

Trustee Mazzorana made a motion to approve the monthly accounts payable in the amount of \$405, 333.69. Trustee Siwinski seconded.

AYES: (4) Richmond, Metanias, Mazzorana, Siwinski

NAYS: (0)

Absent: (2) Engler, Labriola

Motion carried

PRESENTATIONS/APPOINTMENTS/PROCLAMATIONS

Annual Appointments and Terms of Office for Fiscal Year 2014/2015

Mayor Fleischer recommended the following individuals be appointed to the correlating Public Offices as indicated below:

Mayor Pro Tem

John Mazzorana

Village Administrator

John Downs

Assistant Village Administrator

Kirk Zoellner

Legal Counsel

Rathbun, Cservenyak & Kozol, LLC

Finance Director

Barb Damron

Police Chief

Steven Vaccaro

Economic/Community Development Director

Alan Zordan

Public Works Director

Louis J. Tiberi, III

Village Engineer

Paul N. Pearson Jr.

Emergency Services Director (ESDA)

Greg McElyea

General Manager Cable Commission

Tim Franson

Assistant General Manager Cable Commission

Brett Sands

Cable Commission
Trustee Don Labriola

PLANNING COMMISSION MEMBERS

Name	Date of Appt.	Term	Expiration
Joseph Cirelli	7-1-13	3 yrs.	6-30-16
Doug Heathcock	7-1-14	3 yrs.	6-30-17
Dan Ray	7-1-12	3 yrs.	6-30-15
Richard Cantwell	7-1-13	3 yrs.	6-30-16
Martin Bourke	7-1-13	3 yrs.	6-30-16
Jim Perry	7-1-12	3 yrs.	6-30-15
Stan Lukas (replacing R. Reardon)	7-1-14	3 yrs.	6-30-15
Mark Seliga	7-1-12	3 yrs.	6-30-15
Marc Schonwise (Chair)	7-1-14	3 yrs.	6-30-17

ZONING BOARD OF APPEALS MEMBERS

Name	Date of Appt.	Term	Expiration
Joe Cirelli	7-1-11	4 yrs.	6-30-15
Martin Bourke	7-1-13	4 yrs.	6-30-17
Doug Heathcock	7-1-11	4 yrs.	6-30-15
Richard Cantwell	7-1-12	4 yrs.	6-30-15
Marc Schonwise (Chair)	7-1-13	6 yrs.	6-30-19
Jim Perry	7-1-14	4 yrs.	6-30-18
Dan Ray (replacing R. Reardon)	7-1-14	4 yrs.	6-30-17

ECONOMIC DEVELOPMENT COMMISSION

Name	Date of Appt.	Term	Expiration
Paul Beneturski	7-1-14	1 yr.	6-30-15
August Badali	7-1-14	1 yr.	6-30-15
Jillian Hersted	7-1-14	1 yr.	6-30-15
Roy Hard	7-1-14	1 yr.	6-30-15
Vacancy	7-1-14	1 yr.	6-30-15
Frank Lacny	7-1-14	1 yr.	6-30-15
Ed Jancauskas	7-1-14	1 yr.	6-30-15
Kirk Zoellner, Staff Liaison	7-1-14	1 yr.	6-30-15
Alan Zordan, Staff Liaison	7-1-14	1 yr.	6-30-15

COMMUNITY AFFAIRS COMMISSION

Name	Date of Appt.	Term	Expiration
Dee Block	7-1-14	1 yr.	6-30-15
Brandon McCurdy	7-1-14	1 yr.	6-30-15
Debbie Engler	7-1-14	1 yr.	6-30-15
Jerry Guca	7-1-14	1 yr.	6-30-15
Patricia Patt	7-1-14	1 yr.	6-30-15
Marietta Glass	7-1-14	1 yr.	6-30-15
Kirk Zoellner, Staff Liaison	7-1-14	1 yr.	6-30-15

ELECTRICAL COMMISSION

Name	Date of Appt.	Term	Expiration
George Metanias (Chairman)	7-1-14	1 yr.	6-30-15
Chuck Keslin	7-1-14	1 yr.	6-30-15
Mike Hullinger	7-1-14	1 yr.	6-30-15
Vacancy	7-1-14	1 yr.	6-30-15
Jim Smola	7-1-14	1 yr.	6-30-15
Alan Zordan	7-1-14	1 yr.	6-30-15
Jim Lally	7-1-14	1 yr.	6-30-15

LINCOLNWAY PUBLIC SAFETY COMMUNICATION CENTER

Name	Date of Appt.	Term	Expiration
Trustee Don Labriola	7-1-14	1 yr.	6-30-15

LOCAL ADJUDICATION OFFICERS

Name	Date of Appt.	Term	Expiration
J. Daniel McGrath Jr.	7-1-14	1 yr.	6-30-15
Tim Ehlers (Alternate)	7-1-14	1 yr.	6-30-15
Raymond Wagner	7-1-14	1 yr.	6-30-15

POLICE COMMISSION

Name	Date of Appt.	Term	Expiration
Ronald Brannan	7-1-14	3 yrs.	6-30-17
Joseph E Budzyn	7-1-13	3 yrs.	6-30-16
Michael J. Moran	7-1-12	3 yrs.	6-30-15

POLICE PENSION

Name	Date of Appt.	Term	Expiration
Edward Jancauskas	7-1-13	2 yrs.	6-30-15
J. Daniel McGrath	7-1-14	2 yrs.	6-30-16

SITE PLAN/ARCHITECTURAL REVIEW COMMITTEES

Name	Date of Appt.	Term	Expiration
Marc Schonwise (Planning)	7-1-14	1 yr.	6-30-15
Brian Dusak (Engineer)	7-1-14	1 yr.	6-30-15
Mark Karaskiewicz (Architect)	7-1-14	1 yr.	6-30-15
Chris Krestel (Architect)	7-1-14	1 yr.	6-30-15
Lang Beiswanger (Landscape Arch.)	7-1-14	1 yr.	6-30-15
Lt. Mark Sickles (Mokena Fire Dist)	7-1-14	1 yr.	6-30-15
Jerry Guca (CA Commission)	7-1-14	1 yr.	6-30-15
Paul Pearson (Engineer Alternate)	7-1-14	1 yr.	6-30-15
Howard Stephens (Alternate)	7-1-14	1 yr.	6-30-15
Dennis Merz (Frankfort Fire Dist)	7-1-14	1 yr.	6-30-15
Chief James Grady (Alternate)	7-1-14	1 yr.	6-30-15
Joe Cirelli (P & Z Alternate)	7-1-14	1 yr.	6-30-15
Dee Block (CA Comm. Alt.)	7-1-14	1 yr.	6-30-15
Trustee Engler (Board Liaison)	7-1-14	1 yr.	6-30-15
Matt Ziska, Staff Liaison	7-1-14	1 yr.	6-30-15
Kim Yockey, Staff Liaison	7-1-14	1 yr.	6-30-15
Alan Zordan, Staff Liaison	7-1-14	1 yr.	6-30-15

WILL COUNTY GOVERNMENTAL LEAGUE

Name	Date of Appt.	Term	Expiration
Mayor Frank Fleischer	7-1-14	1 yr.	6-30-15
John Downs, Village Administrator	7-1-14	1 yr.	6-30-15
Trustee John Mazzorana (Alternate)	7-1-14	1 yr.	6-30-15
Kirk Zoellner (Alternate)	7-1-14	1 yr.	6-30-15

CHICAGO SOUTHLAND VISITORS AND CONVENTION BUREAU

Name	Date of Appt.	Term	Expiration
Ed Jancauskas	7-1-14	1 yr.	6-30-15
Kirk Zoellner (Alternate)	7-1-14	1 yr.	6-30-15

CHICAGO SOUTHLAND CHAMBER OF COMMERCE

Name	Date of Appt.	Term	Expiration
Mayor Frank Fleischer	7-1-14	1 yr.	6-30-15
Kirk Zoellner (Alternate)	7-1-14	1 yr.	6-30-15

SOUTH SUBURBAN MAYORS/MANAGERS

Name	Date of Appt.	Term	Expiration
Mayor Frank Fleischer	7-1-14	1 yr.	6-30-15
Trustee John Mazzorana (Alternate)	7-1-14	1 yr.	6-30-15
John Downs, Village Administrator	7-1-14	1 yr.	6-30-15
Kirk Zoellner (Alternate)	7-1-14	1 yr.	6-30-15

SOUTHWEST AGENCY FOR RISK MANAGEMENT (SWARM)

Name	Date of Appt.	Term	Expiration
Kirk Zoellner	7-1-14	1 yr.	6-30-15
John Downs, Village Administrator	7-1-14	1 yr.	6-30-15

SOUTHWEST AGENCY FOR HEALTH MANAGEMENT (SWAHM)

Name	Date of Appt.	Term	Expiration
Barb Damron, Finance Director	7-1-14	1 yr.	6-30-15
John Downs, Village Administrator	7-1-14	1 yr.	6-30-15

Trustee Mazzorana made a motion to approve the proposed FY 14/15 appointments as denoted in the June 23, 2014 request for Board Action submitted by Village President Frank Fleischer. Trustee Richmond seconded.

AYES: (4) Richmond, Metanias, Mazzorana, Siwinski
 NAYS: (0)
 Absent: (2) Labriola, Engler
 Motion carried

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

N/A

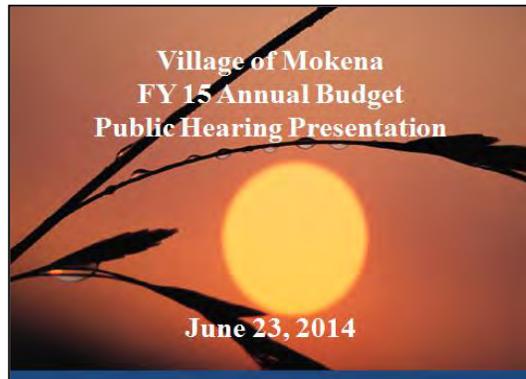
PUBLIC HEARINGS

Trustee Mazzorana made a motion to enter into a Public Hearing to discuss the proposed Village of Mokena FY '14/'15 Budget. Trustee Siwinski seconded.

AYES: (4) Richmond, Metanias, Mazzorana, Siwinski
 NAYS: (0)
 Absent: (2) Labriola, Engler
 Motion carried

Adoption of Proposed FY'15 Budget

Village Administrator John Downs presented to the Board and to the public a power point presentation regarding the Fiscal Year 2015 Budget.



This Year's Budget Process.....

1. Began in January
2. Reviewed topics by category
3. Preliminary Draft
4. Public Hearing
5. Budget Adopted

Four components of a solid budget process!

1. Good Information
2. Adequate Time
3. Balanced Environment
4. Awareness of past, present and future



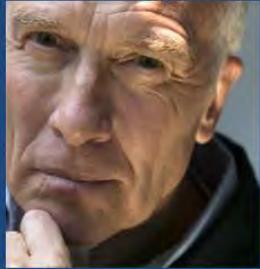
Public Budgeting . . .

Information → Decision making → Execution

- Financial
 - 17 Funds
 - 5 Types
 - Revenues
 - Expenditures
 - Fund Balances
- Actions
 - Goals
 - Objectives
 - Outcomes
 - Deliverables

Direction

"Quality of work is judged by our customers"

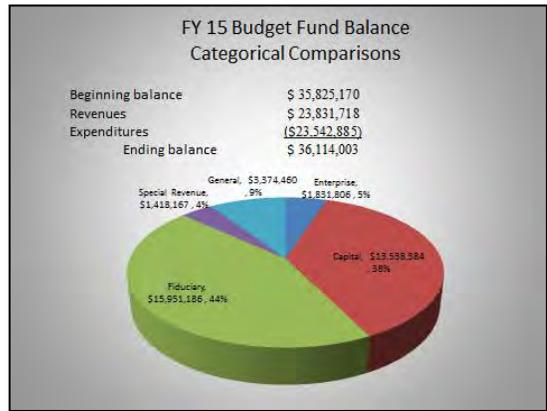


VILLAGE OF WILKINA
FISCAL YEAR BUDGET
SUMMARY OF ALL FUNDS

Fund Name	Opening Cash Balance	Revenue	Expenses	Fund Balance
01 General	\$ 2,987,887	\$ 9,281,833	\$ 8,969,930	\$ 3,314,460
02 Audit	18,328	3,323	3,328	18,328
04 Performance Bond	494,897	116,100	203,100	338,897
05 Tourism	27,017	40,385	20,740	46,662
06 Special Tel Allocation	79,180	28,328	1,871	110,217
07 School Crossing Guard	28,874	27,229	27,246	28,857
08 MUNICIPAL Contribution	201,272	815,484	819,283	286,973
09 Police Pension	14,840,241	1,832,824	271,889	15,391,186
11 Motor Fuel Tax	754,728	479,832	824,771	379,489
12 Refuse	151,878	1,238,284	1,241,329	148,833
16 Water System Operating	1,938,481	8,854,199	8,910,020	1,810,850
16 Water System Encumbered Bond Rev.	-	-	-	-
17 Municipal Planning Lot	37,359	290,483	289,487	74,361
19 Water System Capital Improv.	1,322,282	179,289	180,000	1,321,571
20 Water System Capital Improv.	1,832,275	837,498	184,280	1,832,493
21 Sewer Plant Replacement	938,202	2,300	118,200	722,302
22 Plant Expansion	5,484,722	32,000	180,000	5,344,722
23 Capital Improvements, Repair and Replacement	3,189,214	2,082,790	3,288,716	4,183,284
Total	\$23,826,170	\$23,831,718	\$23,542,885	\$24,114,003

Total Budget Overview

	FY 14 Budget	FY 15 Budget	\$ Inc.(Dec.)	% Change
REVENUES				
Taxes	\$10,170,812	\$11,069,914	\$899,102	8.84%
Fines	\$195,500	\$210,000	\$14,500	7.42%
License/Permits	\$814,861	\$840,227	\$25,366	3.11%
Service Charge	\$8,044,506	\$8,695,099	\$650,593	8.09%
Grants/Trans.	\$298,681	\$296,623	(\$2,058)	(.69%)
Development	\$395,000	\$658,919	\$263,919	66.81%
Other	\$1,825,042	\$2,060,936	\$235,894	12.93%
TOTAL	\$21,744,402	\$23,831,718	\$2,087,316	9.60%
EXPENSES				
Personal Serv.	\$8,787,017	\$9,018,569	\$231,552	2.64%
Commodities	\$1,464,112	\$1,783,167	\$319,055	21.79%
Contract Serv.	\$8,012,654	\$8,464,243	\$451,589	5.64%
Capital Outlay	\$4,062,963	\$3,638,806	(\$424,157)	(10.44%)
Other/Trans	\$547,000	\$638,100	\$91,100	16.65%
TOTAL	\$22,873,746	\$23,542,885	\$669,139	2.93%



THE GENERAL FUND!

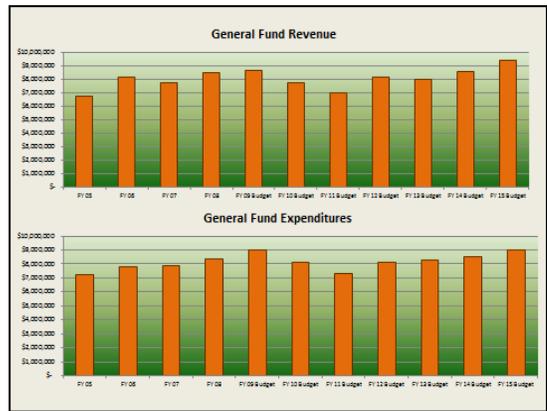


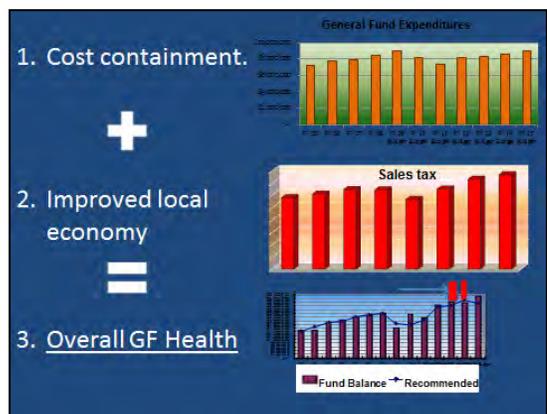
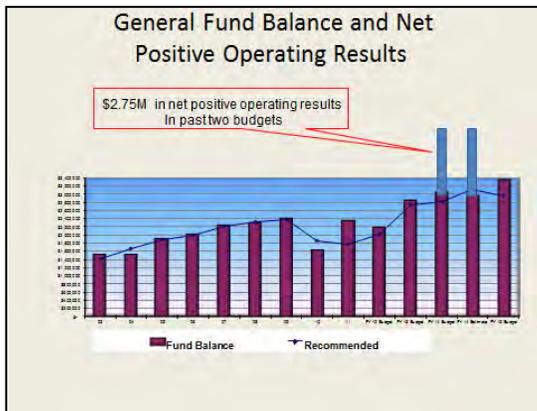
General Fund Revenue Summary

Revenues	Budgeted Fiscal '14	Budget, Fiscal '15	Amount of Change	% of Change
Taxes	6,771,884	7,447,510	675,626	9.98%
Licenses	642,861	651,227	8,366	1.30%
Permits	172,000	189,000	17,000	9.88%
Intergovernmental Revenue- State/County	17,698	15,640	(2,058)	-11.63%
Intergovernmental-Local	280,983	280,983	-	-
Developer Cont.	-	30,753	30,753	N/A
Fines	195,500	210,000	14,500	7.42%
Other Revenue	452,628	556,720	104,092	23.00%
Total Revenue	8,533,554	9,381,833	848,279	9.94%

General Fund Expenditure Summary

	Budgeted FY 14	Budget FY 15	Amount \$ Change	% of Change
Personal Services	\$5,616,564	\$5,723,762	\$107,198	1.91%
Commodities	\$750,682	\$788,290	\$37,608	5.01%
Contractual Services	\$1,535,706	\$1,691,758	\$156,052	10.16%
Capital Outlay	\$480,057	\$616,120	\$136,063	28.34%
Other	\$150,000	\$150,000	-	-
Total Expenses	\$8,533,009	\$8,969,930	\$436,921	5.12%





- ### General Fund Summary
1. Solidly risk protected position
 2. Sales tax continues to trend consistently higher
 3. Cost Containment still a key objective
 4. Second consecutive year of \$1.375M being produced
-

- ### Enterprise Funds and our customers
1. Parking Lot
 2. Refuse
 3. Water
 4. Sewer
-

Parking Lot	Refuse
<ul style="list-style-type: none"> • 230,000 customers • FY 15 Rev. = \$290.5K -\$8.1K or -3% — FY 15 Exp = \$269.5K -\$27.8K or -9% — FY 15 Fund Balance 	<ul style="list-style-type: none"> • 335,000 pick ups • FY 15 Rev = \$1.236M +\$40.6K or +3.4% • FY 15 Exp = \$1.242M +\$32.7 or +2.7% • FY 15 Fund Balance = \$146K • Customer Impacts <ul style="list-style-type: none"> — SF +\$.37 — TH +\$.33 — APT +\$.26

Free Service and Discounts

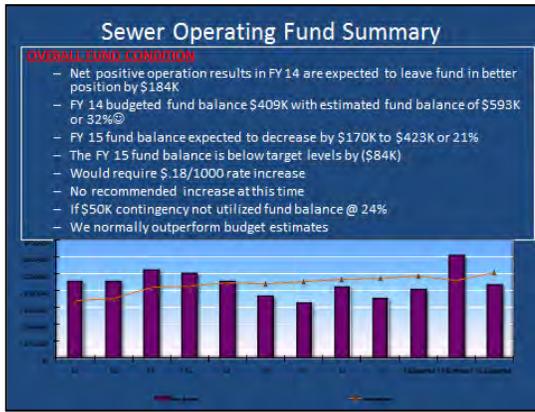
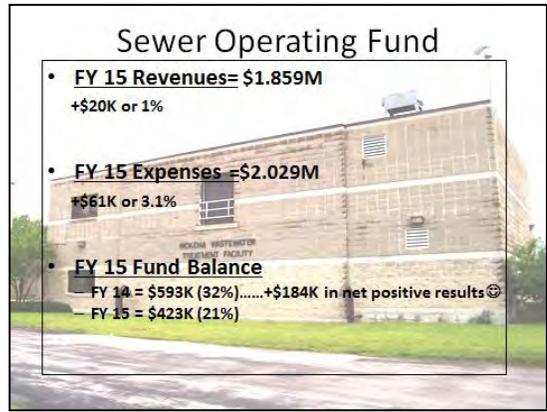
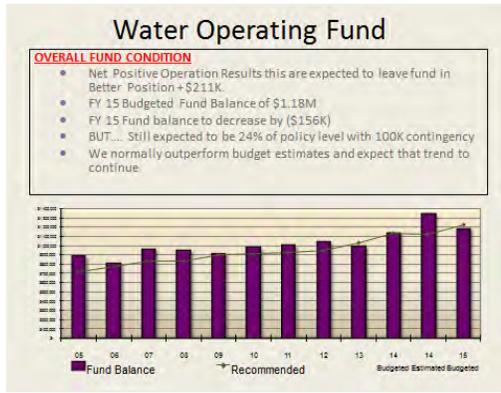
- 24,000+ bags of leaves and branch bundles picked up free \$14.8K
- Senior Citizen monthly discounts and 1 free month of service..... \$30K

Your Utility System is a big business and you own it!

- Represent over \$33M in capital investment by our customers.
- Combined is a \$6.9M annual business
 - Pump 650 +/- million gallons of water and treat similar volume of wastewater
 - Maintain 75 miles of water mains, 5 water storage facilities and 3 pumping stations.
 - Maintain regional WWTP and 12 lift stations
- Serve over 6,700 customer accounts on a 24/7 basis.

Water Operating Fund

- **FY 15 Revenues = \$4.725M**
+\$436K or 10.2%
- **FY 15 Expenses = \$4.881M**
+\$359K or 7.9%
- **FY 15 Fund Balance**
 - FY 14 = \$1.34M = (30%).....+\$211K net positive results ☺
 - FY 15 = \$1.18M = (24%)



Summary of Water and Sewer Funds

Water

- Outperformed budget again last year
- Fund balance solid at this time
- Rate adjustment of \$.60/1000+/- (Feb)
- \$5 per month
- \$25 for fiscal year

Sewer

- Outperformed budget again last year
- Shows signs of structural weakness
- Monitor operating results moving ahead
- No rate increase for FY 15 (2nd consecutive year)

MAIN OPERATING FUND BALANCES				
Fund	FY '15 Ending	Recommended Amount	Variance	%
General	\$3,374,460	\$2,960,077	\$414,383	38%
Parking Lot	74,921	67,374	7,547	28%
Water	1,187,465	1,220,371	(32,906)	24%
Sewer	423,365	507,134	(83,769)	21%

Your Investments

- Infrastructure
- Facilities
- Equipment
- EAB Program
 - Soft Infrastructure

Your Infrastructure

- ✓ \$1.48M+/- resurface 6.4+ miles of local roads.
- ✓ \$234K+/- repair curbs, sidewalks, streets lights etc.
- ✓ \$30K+/- erosion control
- ✓ \$31.5K+/- pedestrian trail upkeep

Your Facilities

- \$20K+/- Reseal Hickory Creek Commuter Lot
- \$195K+/- Exterior and Interior repairs to aging municipal facilities.
- \$100K+/- to resurface & expand paved staging area at DPW Facility
- \$168 K+/- WWTP Facility upgrades and repairs

Your Equipment

- \$445K+/- in Fleet Replacements
 - 4 Police vehicles
 - 4 Public Works units
- \$96K+/- for General Equipment
 - Public works and Utility Equipment
 - 1 Bullet Shield
- \$55K+/- office technology & equip.
 - Computer Upgrades
 - Updated Playback & Broadcast equipment

Soft Infrastructure

1. 3,700 Public/Parkway Ash Trees
2. Defined Deliverables
3. Multi-year program
4. Price tag of \$1.75M+/-
5. All cash-funded through positive operating results





Progress



- Currently
 - 270 Trees Treated
 - 1,000 Trees Removed
 - 1,000 Trees Replaced
- End of Next year
 - 270 Trees Treated
 - 2,500 Trees Removed
 - 2,500 Trees Replaced
- When done!
 - 270 Trees to Treated
 - 3400 Trees removed
 - 3400 Trees Replaced
 - \$1.75M+/- invested
 - All cash from GF Net Positive Operating Results

Investment Care Requires.....

CAPITAL RESERVE SYSTEM			
Fund	Begin FY '14	Begin FY '15	Ending FY '15
Water Capital	\$1,572,215	\$1,552,275	\$1,905,421
Sewer Capital	1,153,201	1,332,252	1,327,317
Sewer Plant Replacement	968,620	906,920	793,330
Sewer Plant Expansion	6,104,222	5,464,722	5,346,722
Capital Imp., Repair, Replacement	5,073,025	5,189,514	4,165,594
Totals	\$14,871,283	\$14,445,683	\$13,538,384

Let's take a closer look.....

- ✓ Local sales tax all-time high!
- ✓ GF operating position in best shape ever!
- ✓ You owe less debt!
- ✓ Doing more with less?
- ✓ Partnerships.....
- ✓ Who is this all about?



Notable Trends

- Since recession sales tax has increased annually.....
 - An average rate of almost 11%
 - An average dollar amount of almost \$500K
- From \$3.9M to \$5.9M
- WHY?

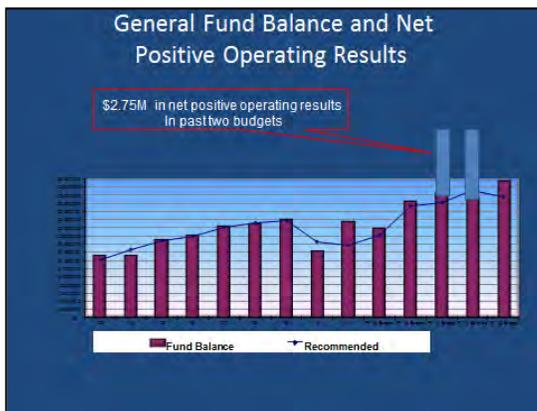


"Traditional Retail"

You make a difference!



"Not So Traditional"

meijer Look who's coming!



A few more thoughts!

1. Local economy trending in right direction 
2. Springfield 
3. Keep spending in check 



Economic Partners




Service Partners




“The Satisfaction Finish Line”

1. That while you truly never get there.....
2. You can always try harder and do better.
3. Learn from our mistakes
4. Always keep the customer #1.



Thank You for Listening

Questions, comments, clarifications????

Mayor Fleischer asked if there were any questions or comments from the public or the Board on the budget presentation.

Trustee Metanias commented on the job John Downs and staff did on preparing the budget.

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

AYES: (4) Richmond, Metanias, Mazzorana, Siwinski
 NAYS: (0)
 Absent: (2) Engler, Labriola
 Motion carried

Trustee Mazzorana made a motion to approve Ordinance No. 2014-O-024, an ordinance adopting the Mokena Annual Budget for the Fiscal Year 2014/2015 and authorize the Village President and Village Clerk to execute the same. Trustee Siwinski seconded.

AYES: (4) Richmond, Metanias, Mazzorana, Siwinski
 NAYS: (0)
 Absent: (2) Engler, Labriola
 Motion carried

OLD BUSINESS

FY 14 Budget Amendments

Finance Director Barb Damron presented to the Board that the proposed amendments are a statutory requirement as a result of five funds exceeding the aggregate appropriated amount due to additional costs. The Village Board reviewed the proposed amendments at its May 27 work session and agreed that the amendments were appropriate and in keeping with the best interests of the Village.

The proposed ordinance amends the aggregate budget in five funds. The table below illustrates the proposed amendment.

Summary FISCAL 2014 Budget Amendments			
Fund Name	Budgeted Amount	Proposed Amendment	Reason/Funding Source
General Fund	\$8,533,009	\$9,500,000	Additional Costs (costs associated with transfer to Capital Imp., Repair & Replacement Fund for EAB Program, Infrastructure, & Municipal Facilities)/Additional Revenue and Fund Balance
IMRF/FICA/MC Fund	\$605,101	\$615,000	Additional Costs (costs associated with snowplowing overtime)/Fund Balance

Municipal Parking Lot Fund	\$297,324	\$318,000	Additional Costs (costs associated with snowplowing of Metra lots)/Fund Balance
Water System Capital Improvement Fund	\$654,400	\$660,000	Additional Costs (costs associated with Third & Midland watermain project)/Additional Revenue
Capital Improvement, Repair & Replacement Fund	\$2,476,362	\$3,175,000	Additional Costs (costs associated with Parking Lot improvements, refunding Tinley Park lakewater bonds, & road maintenance program)/Additional Revenue & Fund Balance

Based on Illinois Compiled Statutes [Ch. 65, Sec. 5/8-2-9.6], an amendment of this nature requires a 2/3s vote of the corporate authorities.

Trustee Mazzorana made a motion to approve Ordinance 2014-O-025 amending the Mokena Annual Budget for Fiscal Year 2013-2014 and to authorize the Village President and Village Clerk to execute the same. Trustee Siwinski seconded.

AYES: (5) Richmond, Metanias, Mazzorana, Siwinski, Mayor Fleischer
NAYS: (0)
Absent: (2) Engler, Labriola
Motion carried

FY 15 Municipal Water and Sewer Fee Ordinance

Finance Director Barb Damron presented to the Board during the March 24, 2014 work session, the 5 year planning models for the water distribution and sewer collection systems were reviewed. The models included a 2% annual increase being built into the water and sewer tap-on fee structure through Fiscal 2019. Adoption of the ordinance will maintain the Village’s current fee structure with regard to water and sewer fees, with the exception of water and sewer tap-on fees. The ordinance includes the scheduled 2% increases for tap-on fees through Fiscal 2019. The increase for Fiscal 2015 is \$214.

Trustee Siwinski made a motion to approve Ordinance 2014-O-026, an ordinance pertaining to municipal water and sewer fees and to authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (4) Richmond, Metanias, Mazzorana, Siwinski
NAYS: (0)
Absent: (2) Engler, Labriola
Motion carried

Computer Technology Upgrades and Network Services Agreement

Finance Director Barb Damron presented to the Board that during the preparation of the Village’s Fiscal 2015 Budget, the Village’s computer needs were evaluated to address the financial and administrative support functions.

Ms. Damron explained that Staff worked with Affiliated Computer Systems (ACS), who is the Village’s current hardware and software provider.

Based on the comments and recommendations from staff and ACS a computer upgrade plan was developed that would accomplish the following:

- Upgrade the Village’s hardware technology for both financial and administrative functions to increase operational efficiency and productivity through increased processing speed, memory, and capacity
- Upgrade Windows XP operating system and Microsoft Office 2007 Professional to Windows 7 operating system and Microsoft Office 2013 Professional

- Purchase of the necessary software and hardware that will provide for ongoing maintenance, support, and upgrades for the Village's entire system through a single source vendor/service provider

Staff has a practice of reviewing and assessing our computer needs on a regular basis, which has worked well. During the current fiscal year, staff focused on upgrading the AS400 System, which runs the financial software, 2 network servers at Village Hall, 1 network server at WWTP, and network routers and switches due to age and to reduce the risk of future equipment failure

Staff felt it was best to upgrade the servers at that time and then look to upgrade the PCs during Fiscal 2015

Over the years, the upgrades have taken anywhere from a week to two weeks to complete. During the upgrades, we have ran into issues that prolonged the installation however, ACS was able to keep down time on the computer system to a minimum so there was very little impact to the residents and the services the Village provides. During the proposed upgrade, ACS would handle the installation of the hardware and software.

This recommendation addresses both the financial processing and administration aspects of the organization.

The total cost of the proposal for the upgrades is \$39,235.30, which includes hardware, software and installation.

Ms. Damron stated it would be staff's recommendation to approve the proposals for the upgrades.

Trustee Richmond made a motion to approve Network Services Agreement #7137c between the Village of Mokena and ACS Enterprise Solutions, LLC for \$39,235.50 and to authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (4) Richmond, Metanias, Mazzorana, Siwinski

NAYS: (0)

Absent: (2) Engler, Labriola

Motion carried

Amendment to Oak Lawn Regional Water Agreement

Village Administrator John Downs presented to the board that last November, the Village Boards of Oak Forest, Tinley Park, Orland Park, New Lenox and Mokena authorized a long term water service agreement with the Village of Oak Lawn. By partnering with Orland Park, Tinley Park, Oak Forest and New Lenox we were able to use economies of scale and our collective influence to advance a properly sized multi-generational water system with balanced intergovernmental terms and conditions.

These collective efforts essentially established the terms and conditions for all of Oak Lawn's other regional users. Since our five community collective was the first to execute the regional water agreement, we essentially set the terms and conditions for all of Oak Lawn's customers. For the agreement to become fully effective, the three most northern customers (Palos Hill, Palos Park and Chicago Ridge) needed to approve the agreement by March 31, 2014. Due to the complexity of the agreement, these approvals were not formalized until the last month. An amendment to the existing agreement will be necessary to change its effective date from March 31, 2014 to the first day of the month following approval by all five members of our collective.

In addition, the original agreement provided for the three southeast customers (Matteson, Olympia Fields and Country Club Hills) to approve the agreement by June 30, 2014; or they would become future water customers (making them subject to certain financial recaptures). Oak Lawn will be continuing their dialogue with the southeast customers and the proposed amendment will extend

the original June 30th date to a more realistic timeline of December 31, 2014. Neither of these two amendments will have any material impact on the business or operational terms of the agreement.

A minor modification to one of the many exhibits (H) is also being advanced. As a result, our share of the transmission main operating maintenance cost will decrease from 10.61% to 10.53%. This proposed amendment slightly decreases our community share but is insignificant since our current share of the transmission main maintenance cost is less than 1 cent/1000 gallons.

The proposed ordinance will accommodate the three items as previously outlined and provide for the agreement to be effective the first day of the following month after our five Community collective attains approval from their respective Corporate Authorities (August 1st). The amendment also establishes December 31, 2014 before the Southeast Customers would be treated as new customers with various recapture provisions. Lastly, the proposed amendment also modifies Exhibit H of the agreement and slightly reallocates water main transmission costs (treating the entire 5 member collective favorably). The proposed amendments are administrative in nature and absolutely have no impact regarding our efforts or the intent of the original terms and conditions unanimously adopted by the five Community collective last fall.

Oak Lawn is moving forward with this project and has awarded two bid packages for both the Harker and Reich pumping stations with the totals running approximately (\$3.8M) below that of the engineer's estimate for the project components (a 9 % below engineer's estimate).

Trustee Mazzorana made a motion to adopt Ordinance No. 2014-O-027, an Ordinance of the Village of Mokena, Will County, Illinois, amending Ordinance No. 2013-O-026, and certain provisions of the long term Water Sale, Purchase and Service Agreement authorized therein, such Agreement being by and among the Village of Oak Lawn, Cook County, Illinois, and other Municipalities, and authorizing the execution and delivery of said Agreement. Trustee Siwinski seconded.

AYES: (5) Richmond, Metanias, Mazzorana, Siwinski, Mayor Fleischer

NAYS: (0)

Absent: (2) Engler, Labriola

Motion carried

NEW BUSINESS

Bid Recommendation for the FY 15 Street Patching Program

Village Engineer Paul Pearson presented to the Board that bids were recently received for the patching of various streets throughout the Village. This patching includes the complete removal and full depth asphalt replacement for areas in the roadway that have deteriorated beyond normal minor maintenance. This patching helps to extend the life of the pavement until such time complete maintenance and bituminous overlays can be scheduled for the road. A total of 2,500 square yards of patchwork is included in this bid. This is an annual budgeted project and is needed to patch large areas that are too big for Village crews and equipment to handle. This project is programmed in the current FY 2015 budget in the amount of \$75,000.00.

On Monday, June 16, 2014 at 10:00 A.M., the bid opening was held, and Seven (7) bids were received and the results are as follows:

STREET PATCHING PROGRAM – 2,000 SQUARE YARDS

Bidder	Unit Price	Traffic Control	Total Bid Amount
Crowley-Sheppard Asphalt	\$38.00	\$4,000.00	\$99,000.00
D Construction	\$45.00	\$10,000.00	\$122,500.00
Gallagher Asphalt***	\$24.40	\$800.00	\$61,800.00
Austin Tyler Inc.	\$26.00	\$500.00	\$65,500.00

P.T. Ferro Construction Co.	\$27.50	\$1,575.00	\$70,325.00
Oak Lawn Black Top	\$25.00	\$400.00	\$62,900.00
Iroquis Paving	\$26.50	\$2,600.00	\$68,850.00

Low Bidder

After reviewing the bids it was determined that all of the bidders met the required specifications and did submit the required 5% bid bond with their bid documents. The lowest total bidder was Gallagher Asphalt of Thorton, Illinois, in the amount of \$61,800.00. The Bid price is \$13,200.00 less than the programmed amount of \$75,000.00. Due to the favorable bids we received this year and the nature of the work performed as well as the continual need to repair pavement throughout the Village prior to its scheduled time for resurfacing, staff is requesting to have the program extended beyond the bid amount. Extending the work to the programmed amount would allow us to include an additional 540 square yards of patching in this year's program. This is 25% additional patching made possible through the good bids we received.

Trustee Richmond made a motion to award a contract for the Fiscal Year 2015 Pavement Patching Program to the lowest bidder, Gallagher Asphalt of Thorton, Illinois, in the amount of \$61,800.00 and to award additional work under said contract to Gallagher Asphalt up to an amount of \$13,200.00 and to waive the bidding requirements for said additional work based upon the competitive unit prices contained in the bid for said services, and to authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (5) Richmond, Metanias, Mazzorana, Siwinski, Mayor Fleischer

NAYS: (0)

Absent: (2) Engler, Labriola

Motion carried

Bid Recommendation for the FY 15 PCC Pavement Patching

Village Engineer Paul Pearson presented to the Board that bids were recently received for the patching of concrete pavement on Wolf Road. The patchwork will take place on Wolf Road at various locations between 187th Street and Route 30. The work includes routine maintenance to repair open or offset cracks in the pavement and pavement deterioration adjacent to manholes located within the pavement. It should be noted that the pavement on Wolf Road is approximately eighteen years old and an ongoing maintenance program will aid in extending the service life of this pavement. A total of approximately 340 square yards of concrete patchwork along with traffic control is included in this bid. It should be noted that the patching on Wolf Road has been bid in alternating years to save on the cost of traffic control as a percentage of the overall project and was not bid last year.

On Monday, June 16, 2014 at 10:00 A.M., the bid opening was held, and three (3) bids were received and the results are as follows:

FY 2015 PCC PAVEMENT PATCHING

Bidder	Total Bid Amount
"D" Construction	\$ 84,800.00
Davis Concrete	\$ 57,700.00
P.T. Ferro Construction**	\$39,610.00

Low Bidder**

After reviewing the bids it was determined that all of the bidders met the required specifications and did submit the required 5% bid bond with their bid documents. The lowest total bidder was P.T. Ferro Construction of Joliet, Illinois in the amount of \$39,610.00. This amount is based on a unit price of \$110.00 per square yard for patching and \$2,210 for traffic control. The total bid of \$39,610.00 is \$35,390.00 less than the programmed amount of \$75,000. Because of the favorable bids we received this year and the ongoing need to repair the pavement on Wolf Road, staff is requesting to have the program extended beyond

the bid amount. Extending the work to the budgeted amount would allow us to include an additional 300 square yards of patching in this year's program. This is nearly double the amount of 340 square yards of PCC pavement patching repair made possible through the good bids we received.

Trustee Mazzorana made a motion to award a contract for the Fiscal Year 2015 PCC Pavement Patching Project to the lowest bidder, P.T. Ferro Construction, Joliet, Illinois, in the amount of \$39,610.00 and to award additional work under said contract to P.T. Ferro Construction up to an amount of \$35,390.00 and to waive the bidding requirements for said additional work based upon the competitive unit prices contained in the bid for said services, and to authorize the Village President and Village Clerk to execute same. Trustee Siwinski seconded.

AYES: (5) Richmond, Metanias, Mazzorana, Siwinski, Mayor Fleischer

NAYS: (0)

Absent: (2) Engler, Labriola

Motion carried

Bid Recommendation for the Pavement Routing and Sealing Bid Recommendation

Village Engineer Paul Pearson presented to the Board bids were recently received for the pavement routing and sealing at various locations within the Village of Mokena. This work consists of the routing, cleaning and sealing of transverse and longitudinal reflective cracks in the existing asphalt pavement. Staff strongly believes that becoming proactive with additional maintenance procedures will help to prolong the lifespan of our roadways. This crack sealing helps to extend the life of the pavement by sealing out water that would penetrate the cracks until such time complete maintenance and bituminous overlays can be scheduled for the road.

This year we will be sealing approximately 4.4 miles of roads that includes 195th Street from Townline Road to Reagan Road, Reagan Road from 195th Street to Whisper Creek, Townline Road from 195th Street to Blackthorn Ridge and the streets from the FY 2011 Resurfacing Program.

60,000 lineal feet of pavement routing and sealing is included in this bid. This programmed project will be paid for with MFT funds.

On Monday, June 16, 2014 at 10:00 A.M., the bid opening was held, and two (2) bids were received and the results are as follows:

CRACK SEALING PROGRAM

Bidder	Crack Routing (60,000 LF)	Crack Filling (35,000 LB)	Traffic Control	Total Bid Amount
SKC Construction	\$600.00 (\$0.01/LF)	\$59,150.00 (\$1.69/LB)	\$500.00	\$60,250.00
Denler, Inc. ***	\$600.00(\$0.01/LF)	\$54,250.00 (\$1.55/LB)	\$500.00	\$55,350.00

Low Bidder

After reviewing the bids it was determined that all bidders met the required specifications and did submit the required 5% bid bond with their bid documents. The lowest total bidder was Denler, Inc. of Mokena, in the amount of \$55,350.00. The total bid is \$3,150.00 or approximately 6% greater than the programmed amount of \$52,200.00.

Although the total bid is slightly more than the programmed amount, it is Staff's recommendation to award the bid for the Pavement Routing and Sealing Program to the lowest bidder that met all of the required specifications, Denler, Inc. of Mokena, Illinois in the total amount of \$55,350.00. Staff will make every effort to monitor the project closely and hold the project costs to the programmed amount.

Trustee Metanias made a motion to award a contract for the Fiscal Year 2015 Pavement Routing and Sealing Program to the lowest bidder, Denler, Inc., 19148 S. 104th Avenue, Mokena, Illinois, in the amount of \$55,350.00 and to authorize

the Village President and Village Clerk to execute same. Trustee Richmond seconded.

AYES: (5) Richmond, Metanias, Mazzorana, Siwinski, Mayor Fleischer
NAYS: (0)
Absent: (2) Engler, Labriola
Motion carried

Bid Recommendation for the FY 2015 Sidewalk Repair Program

Village Engineer Paul Pearson presented to the Board bids recently received for the FY 2015 Sidewalk Repair Program which consists of the removal and replacement of approximately 10,000 square feet of sidewalk and approximately 350 lineal feet of curb & gutter. There are various removal and replacement sections at several different locations throughout the Village that will be repaired. These are areas where the sidewalks are severely cracked or the trip hazard is severe enough that it cannot be repaired through the mud-jacking process. Some minor curb replacement will also be completed as part of this project, mostly to repair drainage problems where basins and curb inlets have sunk. This project is programmed in the FY 2015 budget in the amount of \$70,000.00.

On Monday, June 16, 2014 at 10:00 a.m. the bid opening was held. We received five (5) bids and the results are as follows:

Bidder	Sidewalk 10,000 SF	Curb & Gutter 350 LF	Traffic Control	Total Bid
Austin Tyler DGV Cement	\$7.00	\$35.00	\$500.00	\$82,750.00
P.T. Ferro "D"	\$9.60	\$35.00	\$100.00	\$108,350.00
Construction	\$12.00	\$40.00	\$5,000.00	\$139,000.00
Davis Concrete***	\$6.50	\$25.00	\$2,500.00	\$76,250.00

After reviewing the bids, all bidders except DGV Cement were in compliance with the requirements of the bid documents and specifications. DGV Cement did not include a Bid Bond with their Bid Package and therefore their bid was disqualified and not read. Davis Concrete Construction of Alsip, Illinois was the low bidder in the total amount of \$76,250.00, which is \$6,250.00 or approximately 9% greater than the programmed amount of \$70,000.

Staff recommends that the Board award the contract for the FY 2015 Sidewalk Repair Program to the lowest bidder, Davis Concrete Construction, Alsip, Illinois in the amount of \$76,250.00. Although the bid is slightly more than the programmed amount, the total costs for all of the different projects in this year's maintenance program will be less than the total aggregate programmed amount.

Trustee Richmond made a motion to award a contract for the Fiscal Year 2015 Sidewalk Repair Program to the lowest bidder, Davis Concrete Construction, Alsip, Illinois, in the amount of \$76,250.00 and to authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (5) Richmond, Metanias, Mazzorana, Siwinski, Mayor Fleischer
NAYS: (0)
Absent: (2) Engler, Labriola
Motion carried

Bid Recommendation for the FY 2015 Street Maintenance Project

Village Engineer Paul Pearson presented to the Board that on Monday, June 16, 2014 at 10:00 a.m., a bid opening was held for the Fiscal Year 2015 MFT Street Maintenance Program. The project consists of the patching and resurfacing of 6.39 miles of the Village's roadways. The road maintenance program is funded with revenue we receive from the ½% sales tax fund.

This year’s program will include the streets in the Emerald Subdivision, Tara Hills (north of 195th Street), and Weber’s Green Meadows, the Tomahawk Trails Subdivision as well as the streets included in the recently completed water main replacement project.

We received five (5) bids and they are as follows:

FY 2015 Street Maintenance Project			
Contractor	Base Bid Amount	Alternate Bid (2-yr Warranty)	Total
Iroquis Paving	\$1,498,953.25	\$0.01	\$1,498,935.25
P.T. Ferro	\$1,482,427.25	\$40,000.00	\$1,522,427.25
Austin Tyler***	\$1,347,958.50	\$87,150.00	\$1,435,108.50
Gallagher Asphalt	\$1,557,179.25	\$21,700.00	\$1,578,879.25
“D” Construction	\$1,454,558.30	\$10,000.00	\$1,464,558.30

***Low Bidder

The lowest bid received was from Austin Tyler Construction, Inc. in the total amount of \$1,347,958.50. This bid is approximately \$135,000 or 9% lower than the programmed amount of \$1,483,000. Austin Tyler Construction has submitted the Illinois Department of Transportation’s “Certificate of Eligibility” and 5% Bid Bond and all other bidding documents as required by the project specifications.

When the bidding documents were assembled for this year’s program, staff explored the option of including an alternate bid for an extended two-year warranty in lieu of the standard one-year warranty. This is not something we have attempted in the past nor is it common in the industry. However, based on the severe winter we experienced last year and its effect on the roads, staff felt it was prudent to at least explore the option. We would generally expect based on past history that approximately one to two per cent of a grind and overlay program would show signs of stress that would require premature repair. For this year’s program of 6.4 miles, that would equate to between \$20,000 and \$40,000. In years past, the contractors have been responsive to cover repairs in the first year. Over that last five years one instance where repairs were necessary after the one year warranty was in Prestancia at a cost under \$6,000. Based on the alternate received from the low bidder, staff believes it may be a better use of funds to extend the resurfacing program by adding additional streets.

Staff is recommending we extend this year’s street maintenance program to include additional streets in lieu of the alternate bid which included a two-year maintenance bond. Historically staff will review streets to be included in the Five Year Maintenance Program and select a street or streets that can be completed within the allotted budgeted funds. During this year’s budget process, staff presented a list of fourteen additional streets of varying cost that could be added to the program should favorable bids be received. This year staff recommends adding St. Mary’s Lane and Martie Lane (\$46,000 +/-) and Hickory Stick and Wildberry Lane (\$71,000 +/-). The addition of these roadways would add an additional 0.60 miles to this year’s program bringing the total length of maintenance to 7 miles. This additional work is estimated to cost \$117,000 based on the unit prices in the bid proposal bringing the total cost of the street maintenance program to approximately \$1,465,000.00.

Trustee Mazzorana made a motion to award a contract for the Fiscal Year 2015 Maintenance Program to the lowest bidder, Austin Tyler Construction Inc., 23343 S. Ridge Road, Elwood, Illinois, in the amount of \$1,347,958.50 and to award additional work under said contract to Austin Tyler Construction up to an amount of \$117,000 and to waive the bidding requirements for said additional work based upon the competitive unit prices contained in the bid for said services, and to authorize the Village President and Village Clerk to execute same. Trustee Siwinski seconded.

AYES: (4) Richmond, Metanias, Mazzorana, Siwinski
NAYS: (0)
Absent: (2) Engler, Labriola
Motion carried

PUBLIC COMMENTS

Michelle Berry, resident at 20133 Scott St. expressed her concerns with the Mokena Park District's Engineer. She stated it is the same Engineer originally in charge of the park district building.

Patrick Berry, resident at 20133 Scott St. also expressed his concerns regarding drainage issues affiliated with the Park District building. He also thanked the Village for all the support shown to the Toppen family.

Kevin Spagnola, resident at 20047 Scott St. stated he recorded a video of the drainage issues during the last heavy rainfall.

VILLAGE ADMINISTRATORS COMMENTS

Administrator Downs made no comments this evening.

Economic and Community Development Director Alan Zordan provided an update on pending development projects, announced new businesses and spotlighted businesses that provide signs, flags and banners.

TRUSTEE'S COMMENTS

All Trustees present offered condolences for the family of Aaron Toppen.

Trustee Mazzorana thanked the Tour committee, Village Board and residents who opened their houses and gardens for the House and Garden Tour.

Trustee Richmond stated the Front Street Merchant Market and Gas n Wash are selling t-shirts In Honor of Aaron Toppen. All proceeds go to the family. He also requested that everyone wear the t-shirts during the Fourth of July parade.

CLERK'S COMMENTS

Clerk Patt offered her condolences to the Toppen family.

MAYOR'S COMMENTS

Mayor Fleischer thanked everyone who was involved with assisting the Toppen family. He also dedicated tonight's Board meeting to Aaron Toppen.

ADJOURNMENT

Trustee Mazzorana made a motion to adjourn the Regular Session at 9:03 p.m. Trustee Sinwinski seconded.

AYES: (4) Richmond, Metanias, Mazzorana, Siwinski

NAYS: (0)

Absent: (2) Engler, Labriola

Motion carried

Respectfully submitted,

Frank A. Fleischer, Mayor

ATTEST:

Patricia Patt, Village Clerk