

Fiscal 2017 Budget

June 27, 2016

VILLAGE OF MOKENA

PROPOSED ANNUAL BUDGET

July 1, 2016 - June 30, 2017

ELECTED OFFICIALS

FRANK A. FLEISCHER, Mayor

PATRICIA C. PATT, Clerk

JOSEPH E. BUDZYN, Trustee

DEBBIE ENGLER, Trustee

JOHN J. MAZZORANA, Trustee

GEORGE J. METANIAS, Trustee

JIM RICHMOND, Trustee

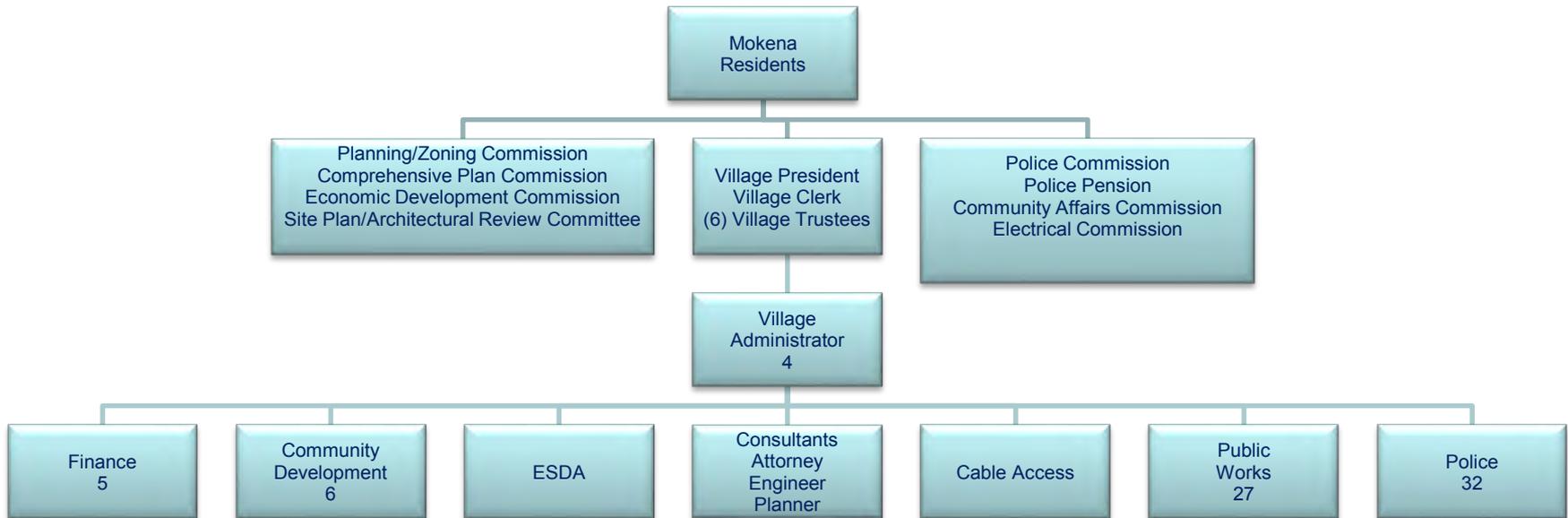
JOSEPH M. SIWINSKI, Trustee

**Village Administrator
JOHN D. TOMASOSKI**

**Finance Director
BARBARA A. DAMRON**

**Presented to Village Board
June 27, 2016**

Village of Mokena Fiscal '17 Organizational Chart



74 Full Time Employees

\$24,467,884 FY '17 Appropriation

VILLAGE OF MOKENA
ANNUAL BUDGET 2016-17

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June 27, 2016

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 2016/2017

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 elements that should be utilized for a successful public budget process. 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. A fifth element has developed over the last couple of years for Illinois communities, which is to always be prepared for elements that are not within our control by using a conservative thought process and approach. This element focuses on the inability of the Illinois General Assembly to adopt a measured approach to deal with their ongoing financial problems. These problems have become so severe they have garnered national attention and put Illinois in the bottom of the heap when it comes to credit worthiness. This situation creates an increasing level of financial uncertainty for all Illinois Municipalities and created a fifth element which is essential in our budget process. This additional budgetary element now accounts for unknown conditions which could negatively impact our ability to provide core services for our customers.

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 your Staff. This year's budget process was initiated in January when the Village Board began evaluating

FY 2016/2017 Budget Message

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various categories of budget revenues/expenditures. Even though our local economy has improved significantly over the past several years, the FY 17 budget has been prepared with a prudent 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 a complex financial crisis without any pending solutions on the horizon. 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 and they have discussed the possibility of freezing property taxes as well. As we prepare to adopt this budget, financial realities concerning the State are unresolved and require us to continue approaching the General Fund with a conservative mindset.

FY 17 FROM A MACRO PERSPECTIVE:

Revenues:

Below is an aggregate comparison of all categorical revenues for the Village of Mokena. It is anticipated that overall revenues will increase by \$835K or 3.6% above that of the FY 16 budget amounts.

	FY 16 Budget	FY 17 Budget	\$ Inc/(Dec).	% Change
<u>REVENUES</u>				
Taxes	\$10,807,181	\$11,570,113	\$762,932	7.06%
Fines	\$202,000	\$170,300	(\$31,700)	(15.69)
License/Permits	\$860,430	\$868,426	\$7,966	.93%
Service Charge	\$8,935,390	\$8,824,308	(\$111,082)	(1.24%)
Grants/Trans.	\$294,826	\$280,983	(\$13,843)	(4.70%)
Development	\$180,000	\$532,418	\$352,418	195.79%
Other	\$1,654,457	\$1,522,696	(\$131,761)	(7.96%)
TOTAL	\$22,934,284	\$23,769,244	\$834,960	3.64%

Tax revenue for FY 17 is forecasted to increase by \$835K. While sales tax revenues are anticipated to increase by \$671K, the proposed budget has been prepared by assuming a 50% (or \$955K) reduction in the LGDF as being discussed by the General Assembly. Other notable declines in revenue include a reduction in fines of (\$32K). Service charges are budgeted to decrease by (\$111K) largely due to the City of Chicago not adjusting their water rates since January 1, 2015. Other revenues are anticipated to be down by (\$132K) mainly due to market fluctuations concerning the police pension fund investments.

Expenditures:

Below is an aggregate comparison of all categorical expenditures for the Village of Mokena. As can be seen, overall expenditures are anticipated to decrease by (\$404K) or (1.6%) under that of FY 16 levels.

	FY 16 Budget	FY 17 Budget	\$ Inc/(Dec).	% Change
<u>EXPENSES</u>				
Personal Serv.	\$9,232,813	\$9,516,365	\$283,552	3.07%
Commodities	\$1,716,813	\$1,514,607	(\$175,206)	(10.21%)
Contract Serv.	\$8,935,090	\$9,021,359	\$86,269	.97%
Capital Outlay	\$4,302,040	\$3,407,353	(\$894,687)	(20.80%)
Other/Trans	\$685,150	\$981,200	\$296,050	43.21%
TOTAL	\$24,871,906	\$24,467,884	(\$404,022)	(1.62%)

Personal services are budgeted to increase by only \$284K while commodities will actually decrease by (\$175K) mainly due to a reduction in the quantity and cost of road salt. Contractual services are budgeted to increase by \$86K. Capital outlay will see a significant decrease of (\$895K) which is associated with the completion of the Wolf Road (193rd to 194th) water main, a lower cost for the road maintenance program, entering the final phase of the EAB program, and a reduction in vehicle replacement costs.

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 17.

OVERALL FISCAL STATUS			
	Actual FY ‘15	Anticipated FY ‘16	Proposed FY ‘17
Beginning Balance	\$36,984,320	\$38,162,264	\$40,624,922
Revenues	25,500,695	26,637,376	23,769,244
Expenditures	24,322,751	24,174,718	24,467,884
Ending Balance	\$38,162,264	\$40,624,922	\$39,926,282 -\$699K

The proposed FY 17 Budget should see aggregate fund balances decrease by approximately (\$699K) to a total of \$39.9M.

THE FINANCIAL AND OPERATING STATUS OF THE VILLAGE OF MOKENA:

In addition to providing a basic overview of the proposed FY 17 budget, I will also discuss some of the key financial and budgetary issues associated with the proposed budget. Although there are several important components affiliated with a public budgeting process, it is my understanding Mokena has traditionally concentrated on some basic issues to measure budget performance. These components include: (1) major operating fund balances, (2) capital reserves, (3) per capita debt, (4) staffing levels 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 practices 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 economic downturn of several years ago, the Village 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. When needed, these fund balances have proven to be a very valuable budgetary tool in dealing with the lengthy and severe recessionary influences that the Village has faced. While our local economy is healthy, we are still subject to influences outside of our control. Most threatening is the deteriorated condition of our State and the uncertainty of how and when corrective measures will be taken.

GENERAL FUND:

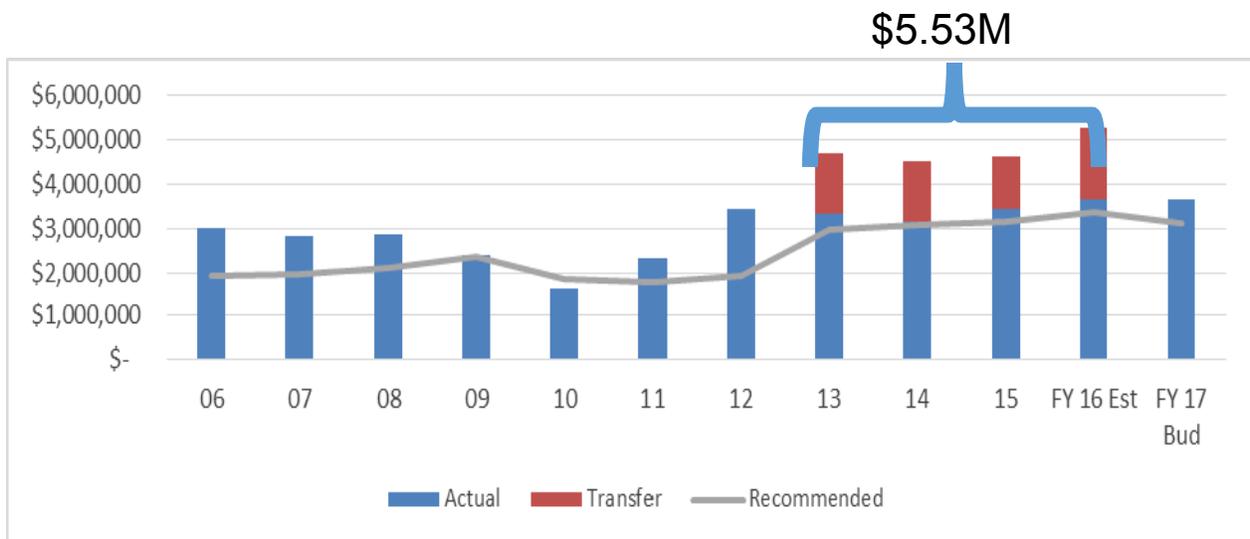
The current year will prove to be the fourth consecutive year in which fund balance levels have been strong. Due to the significant cost cutting and budget reduction measures implemented over the previous seven years, the General Fund ("GF") produced very substantial "net positive operating" performances of \$1.375M in both FY 13 and FY 14 along with \$1.18M in FY 15 and \$1.6M in FY 16. These four consecutive positive operating performances allowed transfers of this \$5.53M from the General Fund into reserved capital accounts earmarked for public improvement projects and in FY 16 funding was transferred to the Police Pension Fund as well.

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This multi-year positive performance has been made possible (in part) by record setting retail sales tax, continued cost cutting and ongoing budget discipline. In light of the State of Illinois' ongoing fiscal dilemma, I am continuing to recommend that higher than the traditional General Fund balance levels of 25% are maintained moving forward. This was recommended by my predecessor for the last three years. The FY 17 Budget has been prepared with a proposed ending fund balance of 39% 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 a historic low 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 along with continued cost containment led to an estimated FY 16 year end GF balance of \$3.659M. This fund balance was attained even with the \$1.6M transfer that was executed at the conclusion of this year. Based on the proposed FY 17 budget, the GF balance is projected to remain over \$3.6M or 39% of total appropriations.

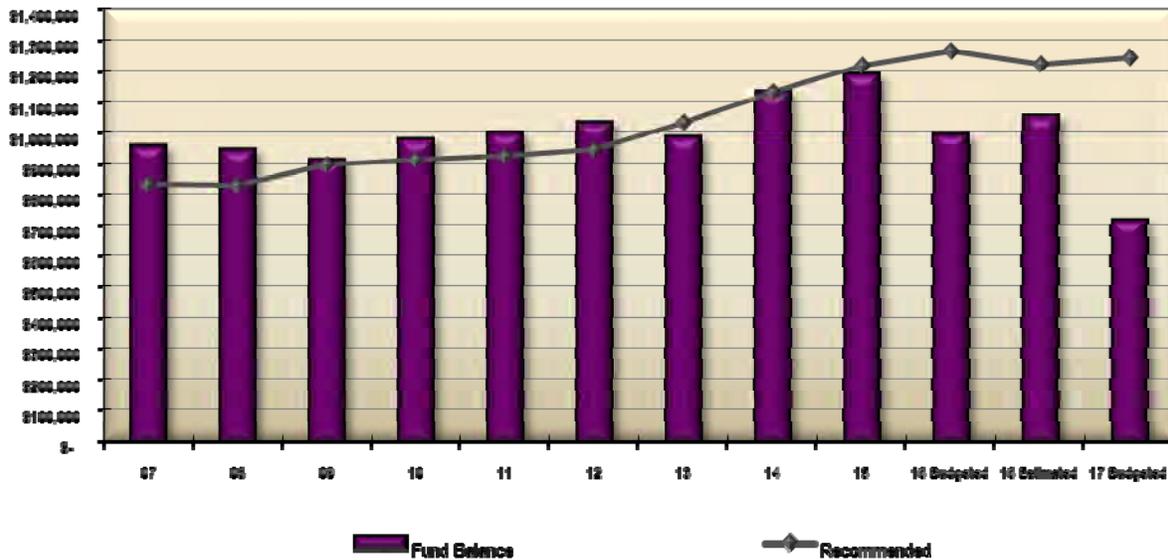
On a cautionary note, while the State of Illinois has reduced their backlog of LGDF payments to municipalities over these past few years, the General Assembly continues to face a severe financial crisis. The General Assembly has yet to put a budget together at the time we are preparing our budget

for adoption. These uncertainties have left us with no choice but to assume the worst and budget conservatively with regard to revenues which are subject to the Illinois General Assembly.

WATER FUND:

Mokena's water enterprise fund is now a \$5M 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, the Village 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) with Chicago Ridge, Palos Hills and Palos Park agreeing to the same terms. 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.

Several years ago, the City of Chicago announced an unanticipated four year accelerated water rate program which has (and will) greatly impact water rates not only for Mokena customers, but all metered customers that obtain water from the City of Chicago. This four year rate increase caused Lake Michigan water consumers to pay an additional \$1.80/1000 gallons in aggregate for the water (only) component of a customer's bill. Moving forward, Chicago has published that their rates will be linked to an inflation indices. Since the cost of water will need to be absorbed by all customers, annual rate adjustments are anticipated to be an annual reality. These rate increases will be necessary to keep up with the expense of purchasing water and generate adequate revenue to operate the system and maintain satisfactory cash reserves to protect against unforeseeable events or circumstances. The graph on the following page identifies that Mokena's water operating fund has produced adequate revenues to maintain fund balances at or near policy levels of 25% of annual expenditures through FY 15 with FY 16 and FY 17 projected to be lower than traditional levels.



The water fund outperformed budget expectations in FY 16 and produced \$59K in net positive operating results but was still below the recommended amount. The fund balance is anticipated to decrease by approximately \$333K in FY 17 and expected to be under the target level of 25% at the conclusion of the fiscal year. Prior to the FY 17 budget being presented for adoption, we became aware the City of Chicago will not be raising their water rates this year. We originally anticipated that the Chicago water rates would increase \$.12-\$.15/1000 gallons in June of 2016. Since the fund is showing signs of structural weakness, we will now need to evaluate our operating cost components for potential rate adjustments prior to the next City of Chicago water rate increase.

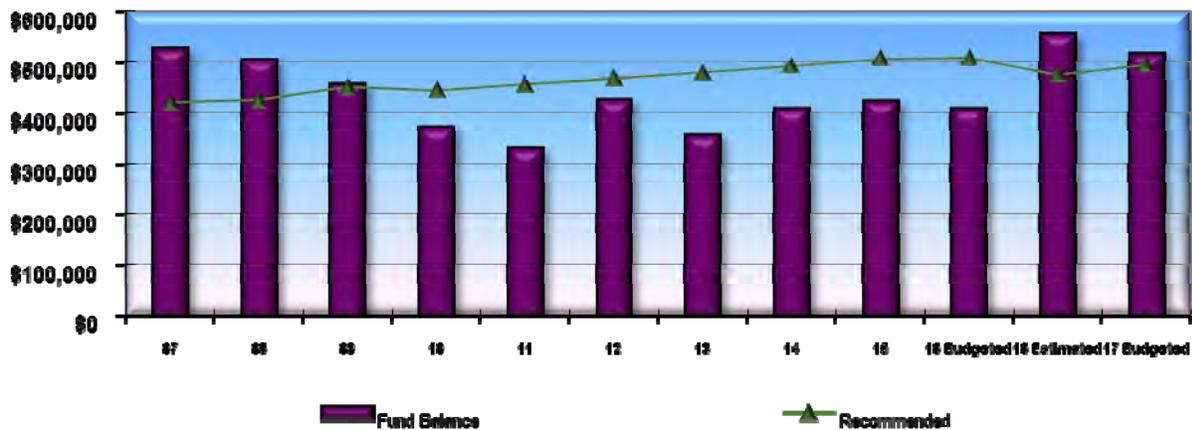
SEWER FUND:

The sewer enterprise fund is a \$1.9M 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 now make up 38%+/- of our accounts, have annually resulted in a loss in sewer billables ranging from 13-23%. In addition, the increasing cost of water, environmental initiatives and other factors are all contributing to the decline in sewer billables and resulted in flat revenue trends to support this important operation. Although the Village has been able to make some headway offsetting flat revenues with

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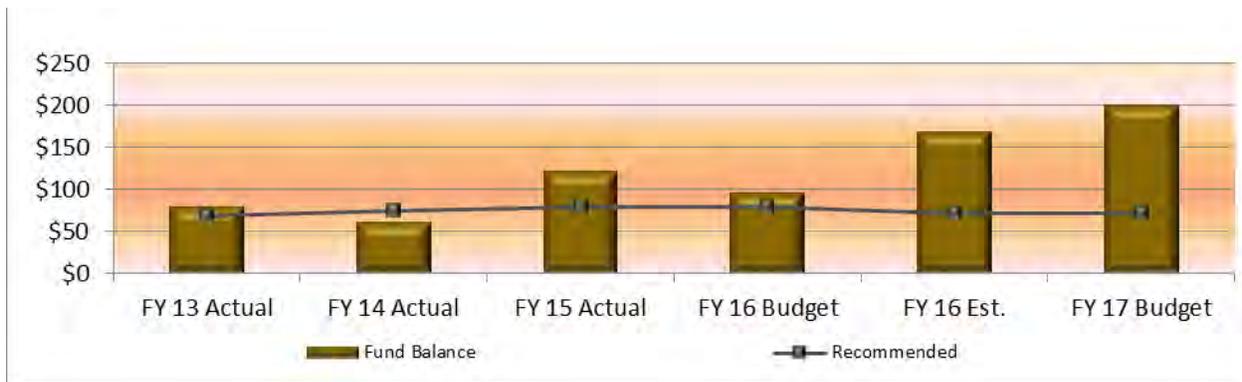
reasonable cost containment measures, this fund will continue to be under financial stress moving forward. During the FY 12 budget, a one-time \$171K interfund transfer was incorporated into the sewer operating fund to maintain the fund balance at or near policy levels. This transfer offset the need to increase rates by approximately \$0.37/1000 and provided our sewer 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, the Village has outperformed its budgets and been able to maintain rates at FY 13 levels in both the FY 14 and the FY 15 budgets.



The FY 16 budget again produced significant net positive operating results of \$146K and the fund balance ended above anticipated levels. This was a result of a multi-tier rate adjustment being implemented in FY 16 of \$.15/1000. The FY 17 budget has been prepared with the last of the multi-tier rate adjustments of \$.15/1000 which will produce approximately \$31K in additional revenue. 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 \$38K in FY 17. 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 aware of the household budget outcomes of any rate increases associated 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 250,000+/- customers who annually utilize the parking lots with the vast majority of customers paying a \$1.25 daily fee. Due to a very solid operating year, this fund is anticipated to end FY 16 with a balance well above the preferred 25% level. The FY 17 balance is anticipated to still be above the optimal level as indicated in the chart below.



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, the Village has relied on these fund balances to offset declining revenues and provide time for policy makers to truly analyze and problem solve. Without question, FY 16 proved to be a year where “net positive operating results” were attained in all four major operating funds. The following table exhibits an overview of fund balance levels of our four most significant operating funds for both FY 16 along with proposed FY 17.

OPERATING FUND BALANCES						
Fund	Begin FY '16	Begin FY '17	Ending FY '17	Recommended Amount	Variance	Actual %
General	\$3,445,717	\$3,659,486	\$3,664,388	\$3,121,513	\$542,875	39%
Water	1,206,329	1,053,236	720,078	1,242,453	(522,375)	14.5%
Sewer	523,182	554,454	516,504	494,711	21,793	26%
Parking Lot	122,905	169,413	200,750	71,433	129,317	70%

The data compares the anticipated ending FY 17 fund balances to the recommended 33% in the GF and 25% for the 3 enterprise funds. The GF is in a solid position with an anticipated 39% balance at the end

of FY 17. The water fund will continue to operate with a thinner fund balance margin. The sewer fund is slightly above the recommended fund balance, while the parking lot fund is in a positive position. We always try to balance the theoretical aspects of budgeting compared to the practical aspects of customer rate adjustments for those enterprise funds intended to operate as “stand alone” businesses. Both the water and sewer funds will require rate adjustments in the future to generate adequate revenue to cover costs and not continue utilizing cash reserves as a revenue offset. 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 maintaining stable cash positions 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 compromised below that of traditionally expected levels moving ahead.

(2) CAPITAL RESERVES:

Based upon my review of the Village’s financial history, a structured system was developed to accumulate and earmark capital reserve funds over the years. These funds have been collected over a period of years and then are 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 six 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 16 & FY 17.

CAPITAL RESERVE FUND BALANCE			
Fund	Begin FY ‘16	Begin FY ‘17	Ending FY ‘17
Water Capital	\$2,247,683	\$2,654,206	\$2,629,833
Sewer Capital	1,559,290	1,560,676	688,452
Sewer Plant Replacement	826,680	794,906	651,906
Sewer Plant Expansion	5,334,996	5,315,170	5,243,370
Capital Imp., Repair, Replacement	4,536,362	4,876,841	4,960,723
Totals	\$14,505,011	\$15,201,799	\$14,174,284
			-\$1.03M

The previously referenced table depicts that at the conclusion of FY 17 the Village should possess \$14M for future capital projects. In aggregate, these funds are expected to decline by (-\$1.03M) due to the installation of a centrifuge filter at the WWTP, our ongoing EAB program and continuation of another year of our progressive road rehabilitation program.

(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 payments. 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 the Village refinanced this debt by taking advantage of the “callable” provisions in the bond ordinance. The public debt market was good at the time and the Village received a more favorable credit rating from Standard and Poor’s 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 Poor's increased the Village's 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 Lake Water Bonds, the Village had two other notable water-related (intergovernmental) contractual obligations. During FY 14, the Village 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.

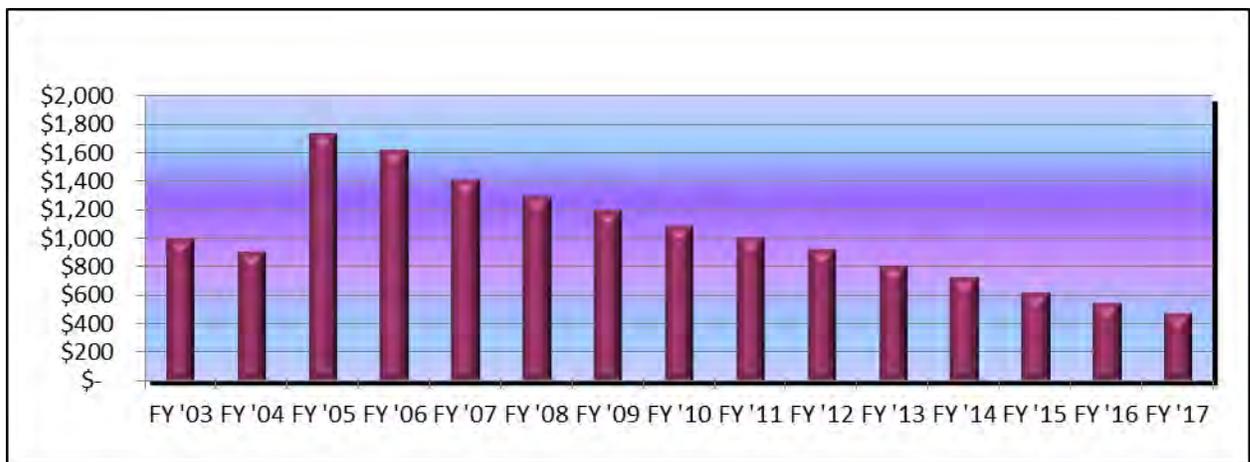
½% Non-Home Rule Sales Tax:

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

Poor's, 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 Village residents approximately \$1.2M over the term of the combined repayment schedules. During FY 15, 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 the Village's 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 \$476+/- per resident (or less than 2/3s of just a decade ago). Moving into FY 17, 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 saved our valued customers \$1.2M in interest payments.

(4) STAFFING LEVELS

Staffing levels per 1,000 residents are at historical lows and clearly represent our efforts to decrease operating costs. The proposed FY17 budget has one less full time employee, which is a police officer, than the FY16 budget. Below is a chart which represents the Village’s staffing levels/1,000 residents since 1990.

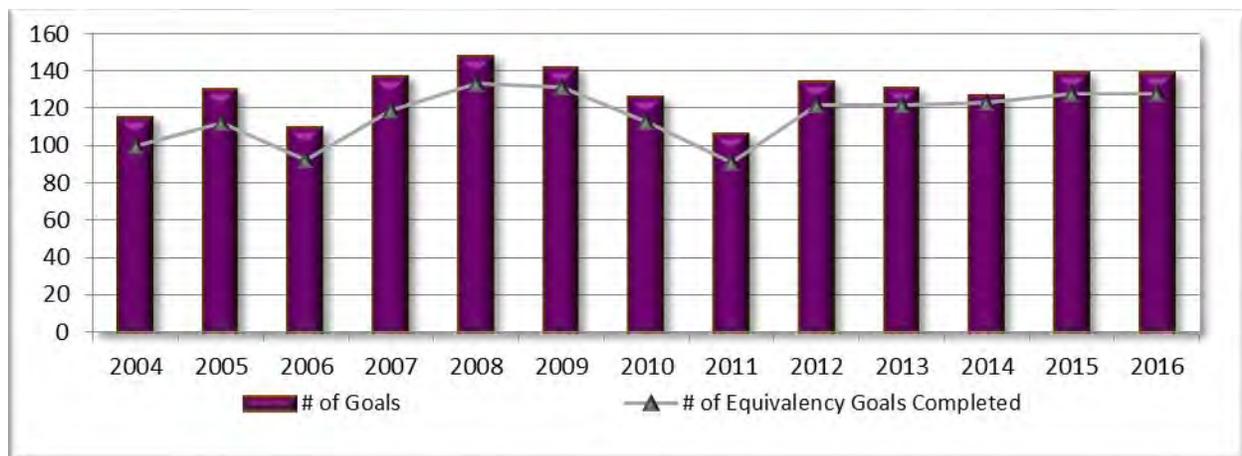


FY 16 – 75 Full Time Employees

FY17 – 74 Full Time Employees

(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 17 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 \$284K or 3.07%.
- Provides for health care costs to increase by \$38.7K or 3.44%.
- Provides for JJC Independent Study position in the Public Works Department. \$16.8K
- Provides for (6) part-time summer employees in the Public Works Department. \$36.5K
- 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. \$27.1K
- Provides for (2) part-time Community Service Officers in the Municipal Parking Lot. \$36.8K

(2) PROGRAMS:

- Provides for membership in the Will County Governmental League. \$14.4K
- Provides for membership in the South Suburban Mayors and Managers Association. \$11.2K
- Provides for 4th of July activities. \$25K
- Provides for monthly “News You Can Use” updates. \$6.3K
- Provides for web based video streaming (includes mobile device platform) of Board meetings. \$12.7K
- Provides for economic incentive agreement obligations. \$578.2K
- Provides for patrol officers eligibility register. \$18K
- Provides for medication drop-off at Police Department. \$.2K
- Provides for annual allotment to the Lincoln Way Public Safety Communications Center. \$330.1K
- Provides for online crime mapping information for residents. \$4.1K
- Provides for permit tracking/code enforcement software lease. \$8K
- Provides for vacant/distressed property maintenance program. \$9.8K

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- Provides for financial feasibility study (I-80 Triangle). \$25K
- Provides for signage and façade program. \$22K
- Provides for NPDES II compliance permit. \$4K
- Provides for update to storm sewer atlas. \$2.5K
- Provides for Hickory Creek Water Shed Group fees. \$7K
- Provides for aquatic weed control. \$45K
- Provides for cattail removal at the Oaks Pond. \$6K
- Provides for the removal and replacement of (non-EAB) dead trees within the Village easements. \$16.5K
- Provides for (non-EAB) stump removal and grinding. \$19K
- Provides for Clean-Up Day program. \$2.6K
- Provides for replacement of (5) waste disposal devices in public areas. \$2.5K
- Provides for weed control on Village properties/ponds. \$19.5K
- Provides for mosquito abatement program. \$20K
- Provides for maintenance of Crystal Creek wetland. \$12.5K
- Provides for maintenance of Foxborough wetland. \$5K
- Provides for maintenance of Cherry Pond wetlands (north and south). \$14K
- Provides for maintenance of Mokena Marketplace wetland. \$4K
- Provides for attendance (3) at the International Council of Shopping Centers Spring convention. \$5.7K
- 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 3). \$6K
- Provides for (20) decorative street sign poles with sign brackets. \$7.5K
- Provides for downtown signage (19747 Wolf Road). \$8K
- Provides for Beautification Awards program. \$.5K
- Provides for the wildflower/tree planting program. \$.8K
- Provides for Adopt-a-Pond and Adopt-a-Roadway signage. \$.5K
- Provides for website upgrade. \$11.5K
- Provides for rock salt for snow and ice control. \$186K

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- Provides for traffic signal maintenance and repairs. \$48.6K
- Provides for crack filling program (2013 Road Program and Prairie Ridge Subdivision). \$63.8K
- Provides for free leaf and branch pickup. \$9.8K
- Provides for water update/consumer confidence report and delivery. \$.2K
- Provides for testing of large meters 1½” and above. \$25K
- Provides for water system SCADA maintenance. \$5K
- Provides for updating SCADA software on (2) computers. \$15K
- Provides for water system management consultant. \$8.5K
- Provides for sewer system SCADA maintenance. \$5K

(3) EQUIPMENT:

- Provides for replacement of (3) AEDs. \$6.9K
- Provides for radio system upgrades with the replacement of (45) portable radios and (28) mobile radios. \$103.9K
- Provides for Panasonic tough tablet. \$3K
- Provides for replacement of (3) police cruisers with SUVs. \$109.9K
- Provides for replacement of end loader. \$160K
- Provides for under carriage washer for salt trucks. \$1.7K
- Provides for replacement of 2½ ton truck with plow and spreader. \$145.5K
- Provides for grinder attachment and broom brush wheel for skid steer. \$20.5K
- Provides for replacement of partner saw. \$1.1K
- Provides for ½” power rodder. \$2.5K
- Provides for replacement of water pumps and controller at Union and Revere. \$13.6K
- Provides for replacement of diffuser at Marley Creek Pond. \$9.1K
- Provides for replacement of pump at Scarth Pond. \$1.4K
- Provides for replacement of (12) microphones in council chambers. \$4.1K
- Provides for Panasonic camcorder. \$1.8K
- Provides for replacement of generator at ESDA facility. \$8.2K
- Provides for replacement of chlorine analyzer at 187th pump house. \$1.6K
- Provides for SCADA laptop at 187th pump house. \$2.5K

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- Provides for replacement of diffuser/mixer at south tower. \$7.5K
- Provides for gas monitor for confined spaces. \$1.4K
- Provides for replacement of generator battery back-up at WWTP. \$5.1K
- Provides for replacement of (2) transducers in Union Ditch and Whisper Creek lift stations. \$3K
- Provides for centrifuge filter (sludge dewatering), installation and engineering. \$758K
- Provides for replacement of controls at Wolf Road lift station. \$50K
- Provides for replacement of (2) pumps at Brightway and Tall Grass Lift Stations. \$35K
- Provides for replacement of raw pump at WWTP. \$18K
- Provides for replacement of aerator blower at WWTP. \$60K
- Provides for replacement of backwash pump WWTP. \$9.5K
- Provides for replacement of air handler (rooftop) at WWTP. \$6.7K

(4) PROJECTS/DEBT SERVICE:

- Provides funding for principal and interest payments for downtown debt service. \$130.7K
- Provides for striping of crosswalks around schools and parks. \$15K
- Provides for striping and painting turn lanes and skip dash center lines. \$15K
- Provides for refinishing (2) wood Welcome signs. \$2.5K
- Provides for replacing guard rail at 88th Avenue and 187th Street. \$2.3K
- Provides for seal coating of Crystal Creek and Marley Creek walking paths. \$13K
- Provides for patching Mokena Crossing North pond bike trail. \$17.5K
- Provides for replacing tile at Police Department. \$6.5K
- Provides for installation of bulletproof glass at Police Department. \$2.5K
- Provides for reimbursement to IDOT for additional costs associated with the combination poles at Rt. 30/Ridgemore. \$24.8K
- Provides for (2) Village wide leak surveys. \$38K
- Provides for interior cleaning and inspection of (3) water towers. \$5.4K
- Provides for exterior cleaning and touch up of east tower. \$8K
- Provides for principal and interest payments on debt service for lake water improvements. \$365.6K
- 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. \$91.9K
- Provides funding for future lake water joint system repair costs. \$35K
- Provides for NPDES permit fees for WWTP, sludge and compliance. \$17.5K
- Provides for vacuum jetting and cleaning grease from wet wells at (6) lift stations. \$5.5K
- Provides for operational needs study. \$31.4K
- Provides for sanitary manhole inspections, repairs and relining. \$85K
- Provides for smoke testing sanitary sewers. \$15K
- Provides for planning services for phosphorus removal. \$29.8K
- Provides for replacing (4) lights in the Hickory Creek parking lot. \$6.8K
- Provide for sealing and striping of Village Hall parking lot. \$7.2K
- Provides for adjusting and paving around (4) manholes at Hickory Creek parking lot. \$4.8K
- Provides for installation of (2) water main valves in Brightway. \$12K
- Provides for installation of water main valve in Pheasant Ridge. \$10K
- Provides for replacement of (2) valves at Bonness water tower. \$12.8K
- Provides for lake water joint system maintenance contingent repair costs shared by Mokena and New Lenox. \$35K
- Provides for paving entrance and south area at Village Garage. \$90K
- Provides for paving parking lot at ESDA facility. \$21K
- Provides for principal and interest payments on debt service for road improvements. \$636.7K
- Provides for (1) bridge inspection. \$1.7K
- Provides funding for annual full depth patching projects. \$80K
- Provides for Wolf Road patching. \$75K
- Provides funding for annual sidewalk and other concrete rehabilitation projects. \$94K
- Provides for material testing of road projects. \$8K
- Provides for structural street light repairs. \$25K
- Provides funding for Lake Everett drainage project. \$20K
- Provides funding for the FY 17 road maintenance program. \$1.087M
- Provides for construction related services for the road maintenance program. \$21.7K
- Provides for Phase II engineering for 80th Avenue and 191st Street intersection. \$15K
- Provides funding for EAB program. \$158.2K

FY 2016/2017 Budget Message

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- Provides for Rt. 30 Phase II engineering and improvement. \$13.8K
- Provides for Wolf Road bridge over Hickory Creek. \$20K
- Provides for Quiet Zone maintenance of (4) crossings. 5K
- Provides for noise mitigation along the CN Rail line adjacent to Mokena. \$4.7K

BUDGET SUMMARY:

The Village's overall revenues are anticipated to increase by approximately +3.6% or +\$835K. The Village's overall expenditures are anticipated to decrease by (-1.6%) or (\$404K). 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. The Village has contained costs while spending levels have remained in check.

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 sewer and refuse service this year. The proposed budget includes a \$0.15/1000 adjustment for sewer rates resulting in a \$1.20 per month increase on an average residential customer. Over the course of the entire fiscal year, this adjustment will result in a \$14.40 increase in a household budget. The refuse rate will increase \$.98 per month for townhomes/condos and \$1.05 for single family homes (3% plus \$.50 for electronics recycling). Over the course of the entire fiscal year, this adjustment will result in a \$12+/- increase in a household budget. Combined with the sewer rate adjustment to take effect in July, the average household will see an approximate \$27 increase in fees.

The proposed budget has again been prepared to continue providing senior citizen households with refuse discounts of approximately \$27.

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 GREAT UNKNOWN.....THE STATE OF ILLINOIS BUDGET IMPASSE:

Like any budget, there are always certain assumptions which drive the preparation of a yearly spending plan. The proposed FY 17 Budget is no exception as we continue to encounter some unknown conditions moving forward. The proposed budget assumes the Illinois General Assembly will change the structural components of the LGDF and revenue estimates have been adjusted accordingly. We will continue to monitor for any legislation affecting property taxes.

Given the financial problems being faced by the General Assembly and their history of making decisions in a vacuum that impact others, the status of the LGDF will always be an uncertainty for all local governments. While our local economy has proven to be strong and very 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.

BUDGET PHILOSOPHY:

Since my employment began with the Village in November 2015, I have been evaluating the financial status and all of the historical data. After reviewing all of this information, I would strongly encourage the continued usage of the Village's unofficial long term budget philosophy:

1. We have worked hard to curb costs while focusing on the most important traditional services!
2. We are fortunate to have control over our financial destiny and able to survive changes we have no control over.
3. We should maintain a strong cash position and resist the urge to spend money because it is available.
4. Utilization of available cash should be.....
 - a. Well thought
 - b. Serve established objectives
 - c. Not create any long term obligations

This budget philosophy has served as a successful formula for long term financial health and I would strongly recommend we continue to follow these principles as we make decisions and financial policy moving forward.

Conclusion:

I would like to take this opportunity to thank all of those that were involved in creating the proposed FY 2016/2017 budget. This process begins with Barbara Damron, the Village's Finance Director for all of her time, effort and desire in sharing her knowledge with me with respect to the Village's finances and assisting me all along the way. I would also like to thank 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 who have all contributed to the compilation of this Budget.

I would like to express my sincere thanks and appreciation to Mayor Fleischer, Clerk Patt and Trustees: Engler, Budzyn, Mazzorana, Metanias, Richmond, and Siwinski who were of significant assistance as they guided Staff through the budget process. They also provided the undersigned with an abundance of historical perspective and knowledge that played a valuable role in the development of the budget.

The FY 2016-2017 budget presents a solid financial plan embodying the Village's disciplined approach to spending, dedication to its vision, and the Village's approach of the "customer comes first". 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 recognize that our customers are the essence of our existence and remain our top priority.

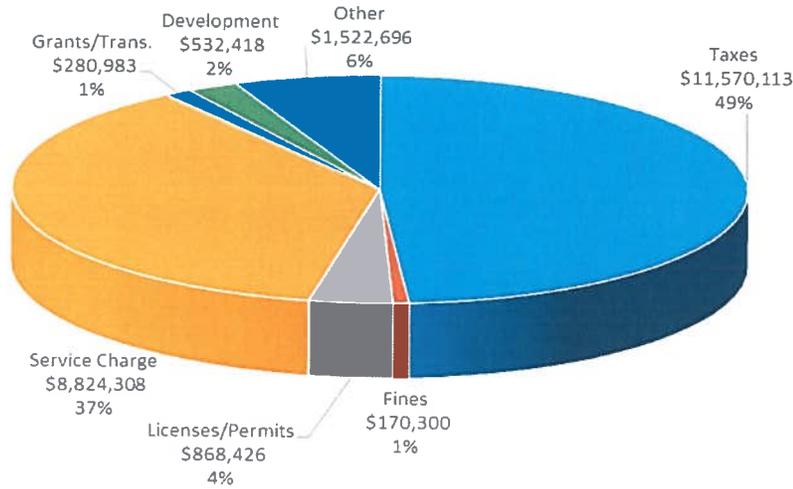
Respectfully submitted,

John D. Tomasoski
Village Administrator/Chief Budget Officer
Village of Mokena

BUDGET SUMMARY

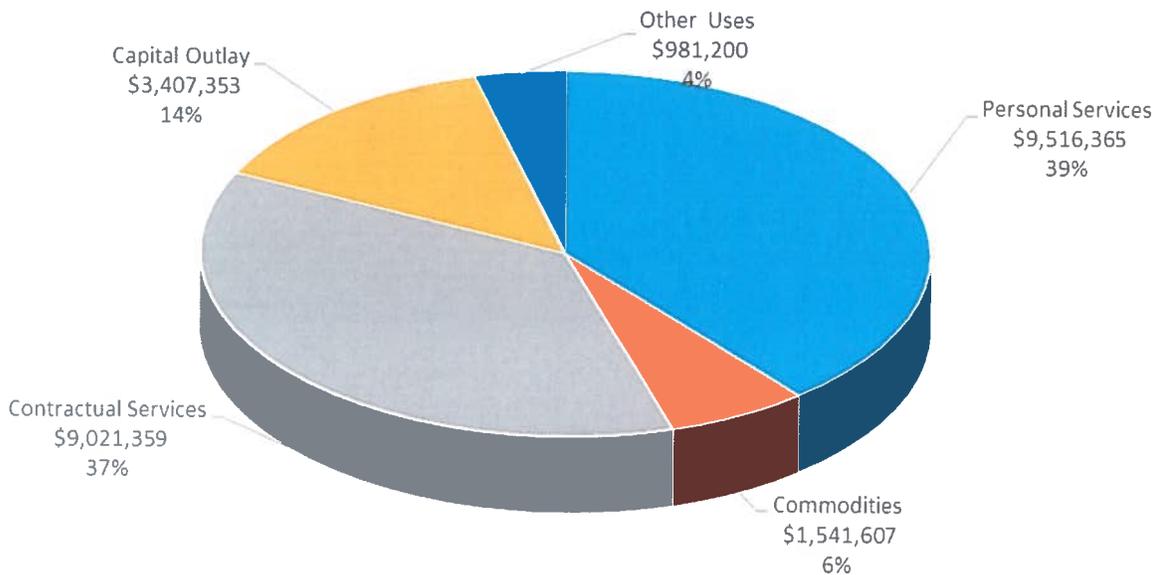
The total revenues for FY 17 are estimated to be \$23,769,244. Illustrated by the Pie Chart found below, one will be able to see the breakdown of revenues for the entire budget as indicated by major category.

TOTAL REVENUES



The total estimated expenditures for FY 17 are \$24,467,884. 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 2017 BUDGET
SUMMARY OF ALL FUNDS**

		Opening			Ending
	Fund Name	Fund Balance	Revenue	Expenses	Fund Balance
01	General	\$ 3,659,486	\$ 9,464,033	\$ 9,459,131	\$ 3,664,388
02	Audit	18,932	6,263	6,200	18,995
04	Performance Bond	739,807	201,200	251,200	689,807
05	Tourism	77,319	40,150	50,260	67,209
06	Special Tax Allocation	146,799	37,970	2,706	182,063
07	School Crossing Guard	30,830	28,276	28,416	30,690
08	IMRF/FICA/MC Contribution	318,068	694,712	676,976	335,804
09	Police Pension	17,663,134	1,384,944	757,471	18,290,607
11	Motor Fuel Tax	836,819	507,416	455,231	889,004
15	Refuse	154,826	1,347,914	1,356,641	146,099
16	Water & Sewer	1,607,690	6,577,546	6,948,654	1,236,582
17	Municipal Parking Lot	169,413	317,070	285,733	200,750
19	Sewer System Capital Improv.	1,560,676	152,176	1,024,400	688,452
20	Water System Capital Improv.	2,654,206	455,427	479,800	2,629,833
21	Sewer Plant Replacement	794,906	1,200	144,200	651,906
22	Plant Expansion	5,315,170	8,000	79,800	5,243,370
23	Capital Improvement, Repair and Replacement	4,876,841	2,544,947	2,461,065	4,960,723
	Totals	\$ 40,624,922	\$23,769,244	\$24,467,884	\$ 39,926,282

GENERAL FUND BUDGET SUMMARY

REVENUE

Current FY 16

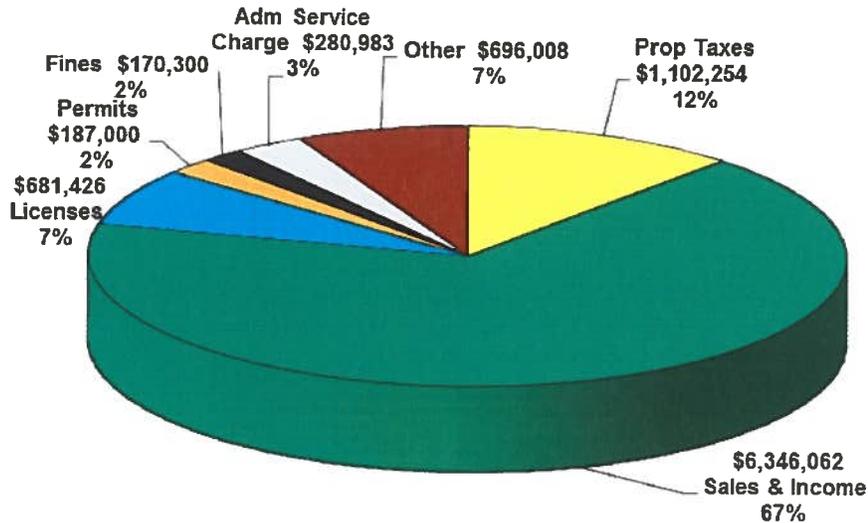
Estimated FY 16 Revenues are anticipated to be more than budget by approximately \$1.508M. This is primarily due to an increase in sales tax \$315K, income tax \$1.07M (only budgeted 50% of LGDF), building permits \$26K, contributions \$23K, and miscellaneous income (includes video gaming) \$80K.

Proposed FY 17

Fiscal '17 Revenues are anticipated to increase by \$519K. This is primarily due to an increase in sales tax \$515K. This includes the state income tax being budgeted at 50% of the LGDF, which is based on conservative budgeting in light of the State's financial condition and uncertainty of pending action by the General Assembly.

Total anticipated General Fund Revenues for FY 17 are \$9,459,131. 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 16

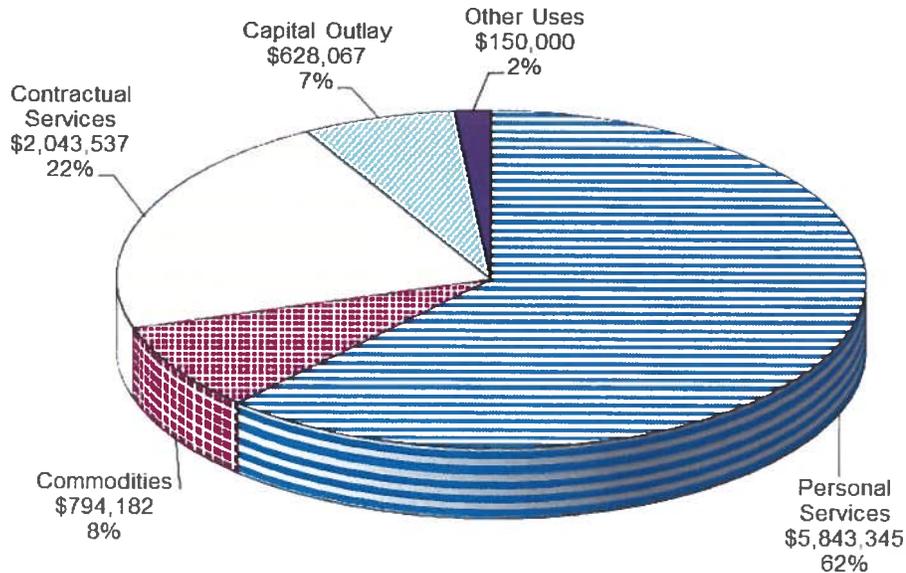
The FY 16 General Fund Expenses are anticipated to be \$1.376M over appropriation. This is primarily due to a year end transfer of \$600K to the Police Pension Fund and \$1M to the Capital Improvement, Repair and Replacement Fund. These transfers were offset by the actual FY 15 ending fund balance being \$150K higher than anticipated, an increase in revenues of \$1.508M, and several expenditures coming in under budget: gasoline (\$115K), engineering services (\$19K), legal services (\$63K), and not using the (\$150K) budgeted for contingencies.

Proposed FY 17

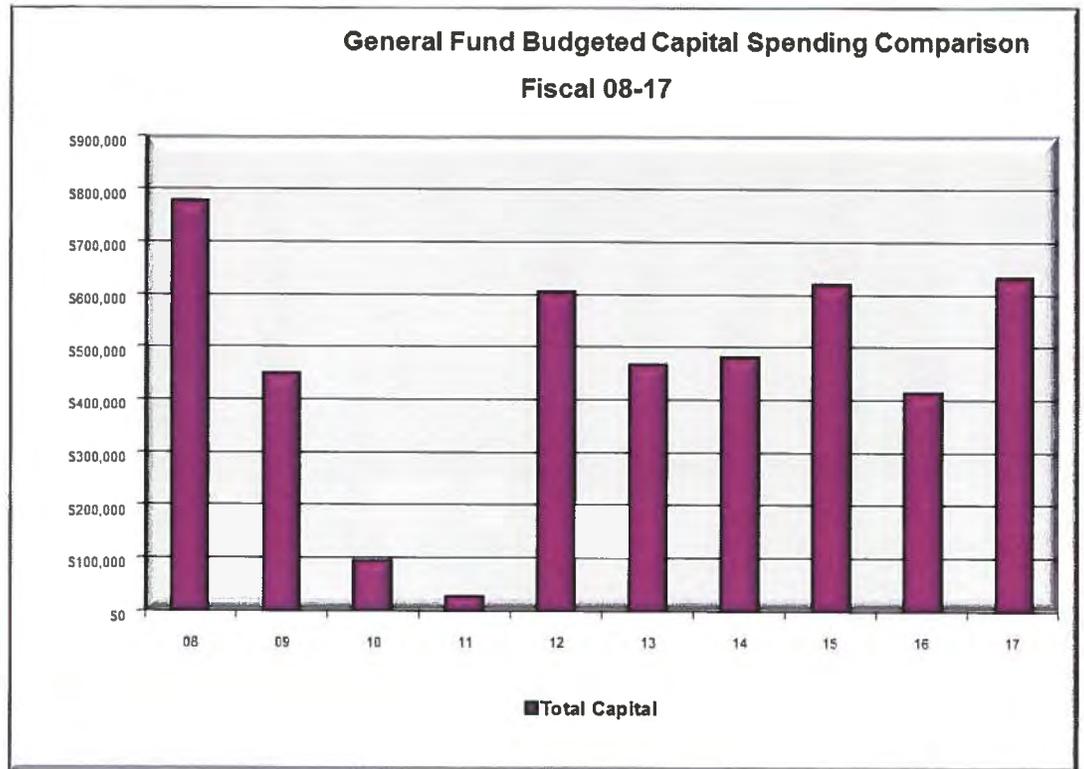
FY 17 General Fund Expenditure levels are proposed to increase by approximately \$595K above FY 17 budget levels. This is associated with the net effect of increases in personal services \$87K, contractual services \$300K, capital \$215K and a decrease in commodities (\$7K).

Total estimated General Fund expenditures for FY 17 are \$9,459,131. 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 and the proposed fiscal year.



As one can see, FY 17 Capital Expenditures are \$215K above FY 16 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, the Village returned to replacing capital equipment and vehicles while making facility improvements from the GF. This trend has continued through FY 17.

FUND BALANCE

Current FY 16

You will note the FY 16 General Fund estimated ending fund balance to be approximately \$3.66M. This is above the budgeted FY 16 balance by approximately \$282K and includes the year end transfers to the Police Pension Fund and Capital Improvement, Repair and Replacement Fund.

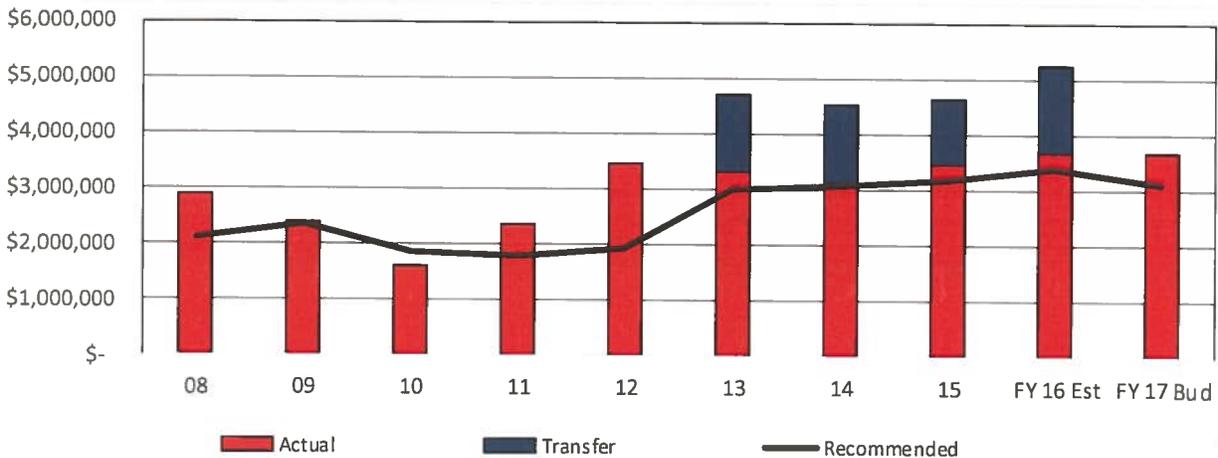
Proposed FY 17

The proposed year end FY 17 General Fund balance amount is approximately \$3.66M or 39%. This is \$543K 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 17 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. The current year will be the fourth consecutive year in which the General Fund has produced substantial “net positive operating” results. This allowed for a total of \$5.53M over the four years to be transferred into the Police Pension Fund for additional funding (\$600K) and the Capital Improvement, Repair and Replacement Fund for public improvement projects (\$4.93M).

FUND BALANCE

**General Fund Balance Comparison
FY 08-17**



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 2017 Budget: General Fund

Summary

	Actual	Actual	Budgeted	Estimated	Board App.
<u>Revenues</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
Taxes	\$ 7,198,383	7,761,282	6,966,947	8,344,766	7,502,216
Licenses	654,327	657,679	659,430	686,304	681,426
Permits	234,003	289,217	201,000	226,750	187,000
Intergovernmental Revenue - State	17,698	15,640	13,843	13,843	-
Intergovernmental Revenue - Local	280,983	280,983	280,983	280,983	280,983
Exaction Fees	81	24,436	-	23,344	6,318
Fines	232,640	239,535	202,000	176,600	170,300
Other Revenue	558,052	613,528	620,722	700,243	635,790
Total Revenue	\$ 9,176,167	9,882,300	8,944,925	10,452,833	9,464,033
Opening Fund Balance	\$ 3,324,391	3,154,024	3,295,399	3,445,717	3,659,486
Total Available for Spending	\$ 12,500,558	13,036,324	12,240,324	13,898,550	13,123,519

	Actual	Actual	Budgeted	Estimated	Board App.
<u>Appropriations</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
Legislative	\$ 94,928	95,622	102,116	99,412	101,030
Administrative	1,716,099	1,599,954	1,881,484	1,802,565	2,059,114
Fire & Police Commission	6,924	4,876	36,250	16,270	30,205
Police Department	4,086,083	4,265,684	4,273,304	4,862,962	4,386,372
Community Development	513,062	532,151	627,510	602,456	696,700
Village Clerk	8,032	10,099	9,830	7,655	9,775
Street Department	2,479,285	2,680,505	1,437,209	2,273,867	1,579,551
Buildings & Grounds Department	366,288	321,742	399,493	494,463	456,530
Cable TV Commission	17,204	18,187	12,950	12,376	18,851
E.S.D.A. Department	58,629	61,787	83,102	67,038	121,003

Total Appropriations	\$ 9,346,534	9,590,607	8,863,248	10,239,064	9,459,131
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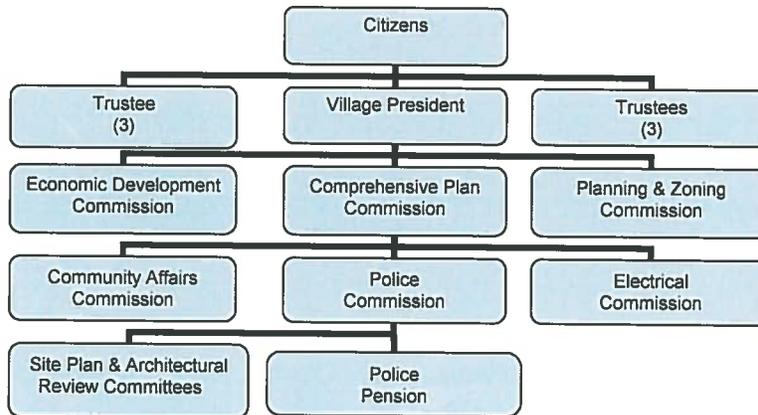
Ending Fund Balance	\$ 3,154,024	3,445,717	3,377,076	3,659,486	3,664,388
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VILLAGE OF MOKENA						
Fiscal 2017 Budget: General Fund						
Revenue [01]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
200	Taxes					
2010	Property Tax (See Footnote)	\$ 454,838	437,730	401,182	397,362	387,116
2030	Sales Tax	4,191,484	4,719,706	4,874,456	5,190,072	5,390,322
2050	State Income Tax	1,826,141	1,835,294	927,630	1,997,167	955,740
2060	Road & Bridge Allocation	687,485	721,372	718,579	714,767	715,138
2070	Automobile Rental Tax	21,559	28,699	27,600	29,750	29,400
2090	Amusement Tax	16,876	18,481	17,500	15,648	24,500
	Total	\$ 7,198,383	7,761,282	6,966,947	8,344,766	7,502,216
210	Licenses					
2110	Liquor	\$ 41,600	39,700	39,700	43,000	40,950
2120	Vehicle	-	-	-	-	-
2130	Business	29,124	29,808	28,800	29,700	29,700
2140	Franchise	467,337	461,615	471,800	487,450	488,600
2150	Contractors	101,550	112,800	105,000	110,000	105,000
2190	Other	14,716	13,756	14,130	16,154	17,176
	Total	654,327	657,679	659,430	686,304	681,426
220	Permits					
2210	Building	\$ 173,476	203,164	153,000	160,500	139,000
2230	Solicitors	-	175	-	1,250	-
2290	Other	60,527	85,878	48,000	65,000	48,000
	Total	234,003	289,217	201,000	226,750	187,000
	Intergovernmental					
240	Revenue - State/County					
2450	Capital Grants	\$ 17,698	15,640	13,843	13,843	-
2490	Other Intergovernmental Revenue	-	-	-	-	-
	Total	17,698	15,640	13,843	13,843	-
	Intergovernmental					
250	Revenue - Local					
2510	Interfund Service Charges	\$ 280,983	280,983	280,983	280,983	280,983
254	Exaction Fees					
2560	Contributions	\$ 81	24,436	-	23,344	6,318

VILLAGE OF MOKENA						
Fiscal 2017 Budget: General Fund						
<u>Revenue [01]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
280	Fines					
2810	Court	\$ 116,869	108,967	110,000	85,000	85,000
2820	Parking	54,784	58,751	35,000	52,000	45,000
2880	Other	59,841	49,332	52,000	38,000	35,300
2890	Asset Forfeiture	1,146	22,485	5,000	1,600	5,000
	Total	232,640	239,535	202,000	176,600	170,300
290	Other Revenue					
2910	Interest Earnings	\$ 33,266	14,530	1,800	5,750	10,000
2917	Loss on Investments	-	(68)	-	-	-
2920	Rental Income	255,878	278,367	348,942	314,658	307,000
2930	Donations	12,450	4,267	-	10,550	-
2940	Interfund Revenue	3,175	1,609	150	940	1,200
2960	Public Hearing/Development Fees	39,630	13,873	20,100	12,045	20,100
2970	Miscellaneous Income	213,653	300,950	249,730	356,300	297,490
2990	Bond Proceeds	-	-	-	-	-
	Total	558,052	613,528	620,722	700,243	635,790
	Revenue Grand Total	\$ 9,176,167	9,882,300	8,944,925	10,452,833	9,464,033
	Opening Fund Balance	\$ 3,324,391	3,154,024	3,295,399	3,445,717	3,659,486
	Total Available for Spending	\$ 12,500,558	13,036,324	12,240,324	13,898,550	13,123,519
Footnote: The revenues derived in line item 01.200.2010 are based on the 2015 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 17



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 16

1. Complete search and make selection of new Village Administrator **(C/100%)**
2. Attend ICSC retail conferences **(C/100%)**
3. Determine strategic direction for Village Owned property at McGovney and Wolf Road.
(CU/50%)
4. Authorize approval of renewed labor agreements with Teamsters Local 700 and Local 150 Operating Engineers. **(CU/50%)**

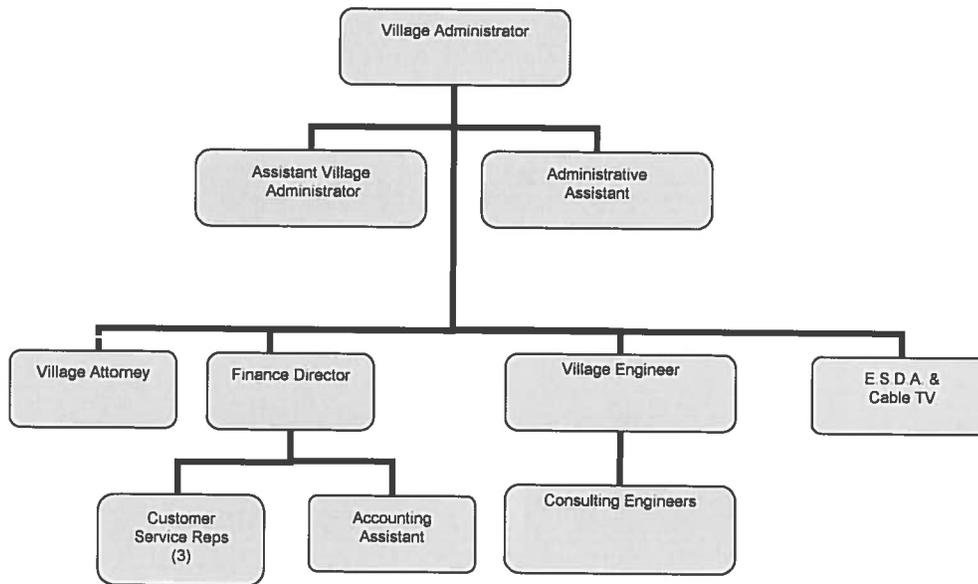
SIGNIFICANT GOALS FOR FY 17

1. Attend ICSC retail conferences
2. Authorize approval of renewed labor agreements with Teamsters Local 700 and Local 150 Operating Engineers.
3. Determine strategic direction for Village Owned property at McGovney and Wolf Road.
4. Determine signage for 19747 Wolf Road.

VILLAGE OF MOKENA
Fiscal 2017 Budget: General Fund
Dept: Legislative [01-100]

		<u>Actual</u> <u>Fiscal '14</u>	<u>Actual</u> <u>Fiscal '15</u>	<u>Budgeted</u> <u>Fiscal '16</u>	<u>Estimated</u> <u>Fiscal '16</u>	<u>Board App.</u> <u>Fiscal '17</u>
	<u>Personal Services</u>					
3020	Salaries (Part Time)	\$ 33,338	34,015	34,500	34,150	34,500
	<u>Commodities</u>					
3230	Conferences, Mtgs. & Seminars	\$ 4,730	5,269	6,950	6,800	6,950
3240	Membership Dues	26,335	26,581	27,870	27,272	28,974
3260	Publications	-	-	-	-	-
3290	Printing	102	-	350	143	150
3420	Donations	-	-	-	-	-
3440	Miscellaneous	235	250	250	100	250
3450	Public Relations	29,209	28,311	30,850	29,900	28,800
	Total	\$ 60,611	60,411	66,270	64,215	65,124
	<u>Contractual Services</u>					
3710	Legal Advertising	\$ -	-	-	-	-
3780	Telephone	720	736	820	721	880
3860	Other Contractual Services	176	132	176	176	176
3870	Auto Mileage & Expense Reimb.	83	328	350	150	350
	Total	\$ 979	1,196	1,346	1,047	1,406
	Total Operating Expenses	\$ 94,928	95,622	102,116	99,412	101,030
	<u>Capital Outlay</u>					
4020	Improvements - Other	\$ -	-	-	-	-
4040	Machinery & Equipment	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ -	-	-	-	-
	Total Appropriations	\$ 94,928	95,622	102,116	99,412	101,030

Administrative Department Fiscal Year 17



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 16

Administrative/Finance

1. Oversee and file annual audit. (C/100%)
2. Prepare and file annual treasurer's report. (C/100%)
3. Prepare and file 2015 property tax levy. (C/100%)
4. Prepare annual Fiscal 2017 Budget. (C/100%)
5. Prepare and post total compensation schedule on website. (C/100%)
6. Review audit service agreement and seek competitive proposals for future services. (C/100%)
7. Assist Village Board with selecting replacement for retiring Village Administrator. (C/100%)
8. Assist with integration newly selected Village Administrator (C/100%)
9. Negotiate terms of labor agreements with Teamsters Local 700 and Local 150 Operating engineers. (CU/50%)
10. Oversee FOIA/OMA training (C/100%)
11. Provide administrative support for multi-year EAB plan. (C/100%)

Engineering Services

1. Design and construct the FY 2016 Road Maintenance Program with construction completed during fall of 2015. (C/100%)
2. Provide technical support for long range transportation planning. (C/100%)
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. (CU/90%)
4. Continue active participation in the Hickory Creek Watershed Planning Group including continued water quality testing. (C/100%)
5. Continue to coordinate the implementation of the Village's NPDES II Goals and Training. (C/100%)

6. Coordinate the construction of the water main replacements on Wolf Rd from 193rd to 194th. **(C/100%)**
7. Coordinate the completion of the Illinois Department of Transportation's planned improvements to LaGrange Road from Birch Avenue to Colorado Avenue. **(C/100%)**
8. Oversee the completion of the Public Improvements for the Ryan Companies Senior Housing Development. **(C/100%)**
9. Design and construct the sidewalk connection along the east side of Schoolhouse Road north of LaPorte Road. **(C/100%)**
10. Coordinate signal improvements at 191st Street and Wolf Road to provide improved pedestrian crossings. **(C/100%)**
11. Coordinate signal improvements at 191st Street and 88th Avenue to provide improved pedestrian crossings. **(C/100%)**
12. Coordinate the design and construction to replace the sludge dewatering equipment at the Waste Water Treatment Plant. **(CU/50%)**
13. Coordinate a pilot program to repair and evaluate the benefits of reducing infiltration in our sanitary sewer system. **(CU/50%)**

SIGNIFICANT GOALS FOR FY 17

Administrative/Finance

1. Oversee and file annual audit.
2. Prepare and file annual treasurer's report
3. Prepare and file 2016 property tax levy.
4. Prepare annual Fiscal 2018 Budget.
5. Prepare and post total compensation schedule on website.
6. Renegotiate labor agreement with Teamsters Local 700.
7. Renegotiate Labor agreement with Local 150.
8. Update Village website.
9. Work with Cable Dept. to transition Channel 6 message board to new technology.

10. Coordinate liquor license approval process and facilitate Village support for special events.
11. Complete final phase of the EAB program.

Engineering Services

1. Design and construct the FY 2017 Road Maintenance Program with construction completed during fall of 2016.
2. Provide technical support for long range transportation planning.
3. Continue coordination for the completion of Phase I Engineering and start of Phase II 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 continued water quality testing.
5. Continue to coordinate the implementation of the Village's NPDES II Goals and Training.
6. Oversee the completion of the Public Improvements for Phase II of the Meridian Centre.
7. Coordinate the construction improvements to replace the sludge dewatering equipment at the Waste Water Treatment Plant.
8. Continue evaluation of a pilot program to repair and evaluate the benefits of reducing infiltration in our sanitary sewer system.

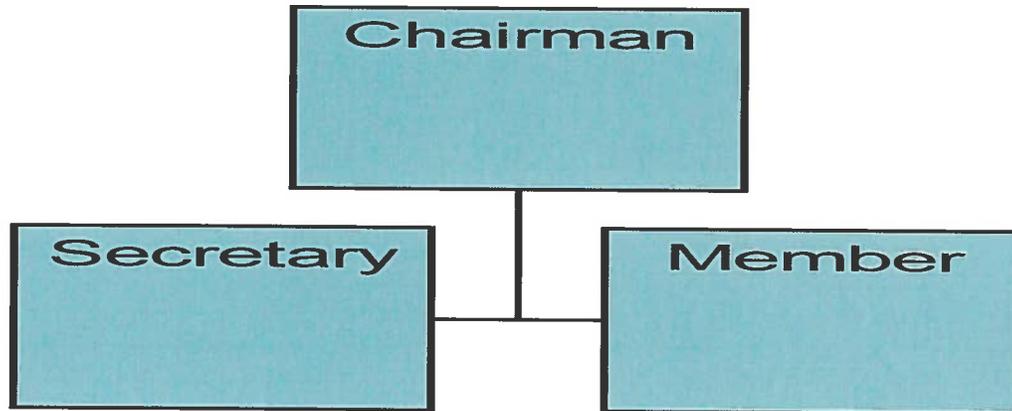
VILLAGE OF MOKENA						
Fiscal 2017 Budget: General Fund						
Dept: Administrative [01-101]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
3010	Salaries (Full Time)	\$ 612,266	613,461	687,767	668,335	632,346
3020	Salaries (Part Time)	-	-	-	-	-
3030	Salaries (Overtime)	293	346	600	483	618
3040	Unemployment Contribution	11,570	5,769	7,378	4,383	5,478
3060	Worker's Compensation	170,327	147,881	101,173	100,448	114,307
3100	Hospital/Life Insurance	124,617	111,600	127,086	108,578	129,185
	Total	\$ 919,073	879,057	924,004	882,227	881,934
	<u>Commodities</u>					
3210	Office Supplies	\$ 16,070	13,962	17,600	14,000	16,000
3220	Postage	12,039	13,177	13,600	10,500	13,600
3230	Conferences, Mtgs. & Seminars	1,081	1,602	5,135	4,275	3,490
3240	Membership Dues	3,379	3,530	3,843	3,696	3,743
3250	Professional Development	714	1,129	1,420	661	1,000
3260	Publications	1,260	1,285	1,425	1,457	1,535
3270	Liability Insurance	133,517	120,211	114,103	114,046	120,164
3290	Printing	1,690	2,136	2,550	2,200	1,775
3300	Vehicle Expense (Gas)	2,516	2,344	4,000	2,100	4,000
3320	Maint: Vehicles & Motor Equip.	1,271	1,524	1,500	1,750	2,000
3440	Miscellaneous	195	70	200	200	200
3450	Public Relations	8,117	7,505	7,800	5,750	6,300
3510	Equipment	631	539	1,000	600	1,000
3520	Furniture	600	792	-	1,128	-
	Total	\$ 183,080	169,806	174,176	162,363	174,807
	<u>Contractual Services</u>					
3620	Engineering Services	\$ -	-	-	-	-
3630	Legal Services	72,195	47,274	100,000	45,000	75,000
3690	Computer Program./Maint.	16,194	15,826	21,152	15,200	24,997
3710	Legal Advertising	148	-	-	-	-
3750	Public Officials Ins./Bonding	-	-	1,300	1,207	-
3780	Telephone	8,230	8,164	8,720	8,000	7,632
3790	Comm./Office Machine Maint.	2,041	3,186	4,395	3,568	3,950
3850	Equipment Leasing	2,370	2,370	2,407	2,370	2,370
3860	Other Contractual Services	40,224	33,904	39,473	40,000	28,723
3870	Auto Mileage & Expense Reimb.	595	526	636	500	617
3890	Bond Principal	100,000	100,000	100,000	100,000	110,000
3900	Bond Interest	29,670	26,920	23,920	23,920	20,720
3901	Bond Issuance Costs	-	-	-	-	-
3950	Contractual Payments	98	160	160	160	160
3980	Rebates	222,141	281,946	326,141	509,163	578,204
	Total	\$ 493,906	520,276	628,304	749,088	852,373
	Total Operating Expenses	\$ 1,596,059	1,569,139	1,726,484	1,793,678	1,909,114

VILLAGE OF MOKENA
Fiscal 2017 Budget: General Fund
Dept: Administrative [01-101]

		Actual Fiscal '14	Actual Fiscal '15	Budgeted Fiscal '16	Estimated Fiscal '16	Board App. Fiscal '17
	Capital Outlay					
4040	Machinery & Equipment	\$ 98,743	30,815	5,000	8,887	-
4060	Land Acquisition	-	-	-	-	-
4080	Vehicle Acquisition	21,297	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ 120,040	30,815	5,000	8,887	-
	Other Financing Uses					
4260	Interfund Transfers	\$ -	-	-	-	-
4280	Contingencies	-	-	150,000	-	150,000
4300	Payment to Refunding Escrow	-	-	-	-	-
5000	Transfer - Out	-	-	-	-	-
	Total	\$ -	-	150,000	-	150,000
	Total Appropriations	\$ 1,716,099	1,599,954	1,881,484	1,802,565	2,059,114

Board of Fire & Police Commission

Fiscal Year 17



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 16

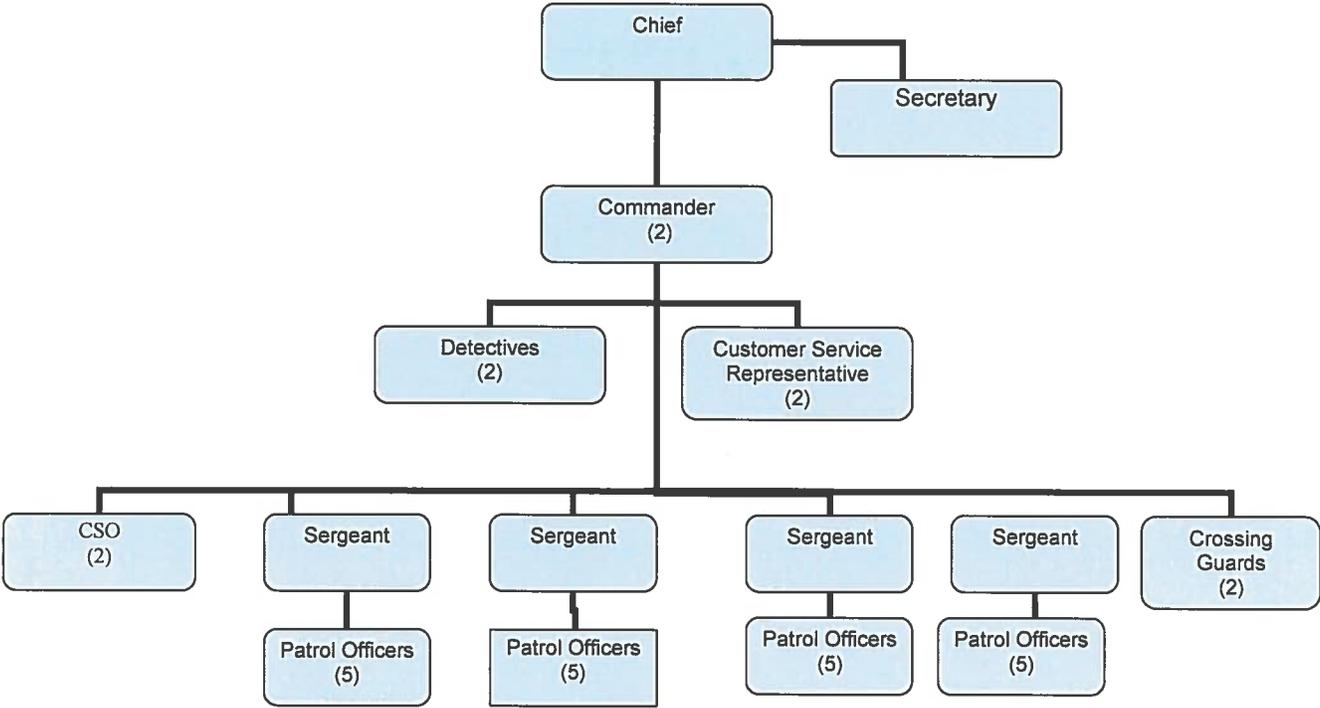
1. Maintain Current Patrol Officer Eligibility Register as required by State Statute. **(2 year list, expires August 20, 2016) (CU/60%)**
2. Maintain Current Promotional Eligibility Register as required by State Statute. **(3 year list, expires January 22, 2016) (C/100%)**
3. Prepare for a new promotional exam to replace the expiring Promotional Eligibility Register. **(C/100%)**
4. Review and/or update local Rules & Regulations of the Commission as needed. **(C/100%)**
5. Attend the Illinois Fire & Police Commissioners Training Conference in order to maintain a current working knowledge of legislative changes pertaining to the recruitment, employment, retention and termination of Police Officers. **(D)**

SIGNIFICANT GOALS FOR FY 17

1. Maintain Current Patrol Officer Eligibility Register as required by State Statute.
2. Review and/or update local Rules & Regulations of the Commission as needed.
3. Attend the Illinois Fire & Police Commissioners Training Conference in order to maintain a current working knowledge of legislative changes pertaining to the recruitment, employment, retention and termination of Police Officers.

Police Department

Fiscal Year 17



SUMMARY OF BASIC FUNCTION

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

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

The Commanders (2) assist the Chief with the management of the Department and the implementation and communication of new philosophies. They serve as the senior operating 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 Commanders also prepare the monthly work schedules, assist with completion of the Department's payroll, and manage all civilian employees of the Department.

The Sergeants (4) 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 17 the Police Department will be staffed by a minimum of (36) employees. Of these, (29) 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 16

1. Install new departmental phone system. **(C/100%)**
2. 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. **(C/100%)**
3. Develop and implement an Elderly Service Program to address the needs of our growing senior population (and the residents of Clarendale of Mokena). **(C/100%)**
4. 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. **(C/100%)**
5. Maintain National Incident Management System and Incident Command System training initiatives. **(C/100%)**
6. 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. **(C/100%)**
7. Continue to pursue available grant opportunities relative to 9-1-1 communications equipment, bullet proof vest recovery, tobacco enforcement and pipeline safety initiatives. **(C/100%)**
8. Continue to evaluate technology needs at the police department to include the MIS file server and cellular communications. **(C/100%)**

9. Enhance the patrol fleet through the replacement of two new patrol SUV's. (C/100%)
10. Continue to evaluate the use of office and storage space within the police department building in order to make better use of the available space. (C/100%)
11. Continued evaluation of current sergeants and commanders administrative responsibilities to determine if there is the need for any re-distribution of tasks. (C/100%)
12. Two sergeants to attend the University of Virginia L.E.A.D. training program (one fall, one spring). (CU/50%)
13. One sergeant to attend the Northwestern University Center for Public Safety School of Police staff and Command. (C/100%)
14. Continued development of the police department secretary. (C/100%)
15. Evaluation of patrol, investigations and supervisory training needs for staff development and community needs. (C/100%)
16. Continued implementation of the Lexipol Procedural Manual for the police department standard operating procedures and the implementation of the Daily Training Bulletins. (C/100%)
17. Monitor the recently implemented Village of Mokena Emergency Operations Plan (EOP) and make changes/updates where necessary. (C/100%)
18. Work with the Village Administrator on the Patrol Officers Collective Bargaining Agreement (expires June 30, 2016). (CU/50%)

SIGNIFICANT GOALS FOR FY 17

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. Continue to develop an Elderly Service Program to address the needs of our growing senior population (and the residents of Clarendale of Mokena).
3. Work with the Will County Executive's Office and "Will County Helps" to develop an addiction intervention program.
4. Upgrade radios for compatibility with Will County's new radio system.

5. Improve police facility by installing bullet proof glass and replacing floor tile.
6. Maintain National Incident Management System and Incident Command System training initiatives.
7. Continue to pursue available grant opportunities relative to 9-1-1 communications equipment, bullet proof vest recovery, tobacco enforcement and pipeline safety initiatives.
8. Continue to evaluate technology needs at the police department to include the MIS file server and cellular communications.
9. Enhance the patrol fleet through the replacement of three new patrol SUV's.
10. Continue to evaluate the use of office and storage space within the police department building in order to make better use of the available space.
11. Continued evaluation of current sergeants and commanders administrative responsibilities to identify the need for re-distribution of tasks.
12. One management level employee to attend the University of Virginia L.E.A.D. training program.
13. Development of the new commander through mentoring and training.
14. Continued supervisory level training.
15. Continued development of the police department secretary.
16. Evaluation of patrol and investigations training needs for staff development and community needs.
17. Continued implementation of the Lexipol Procedural Manual for the police department standard operating procedures and the implementation of the Daily Training Bulletins.
18. Monitor the recently implemented Village of Mokena Emergency Operations Plan (EOP) and make changes/updates where necessary.
19. Continue efforts with community engagement activities (business meet and greet events, Illinois Special Olympics, Walk and Talks, presence at community activities, etc...)

VILLAGE OF MOKENA						
Fiscal 2017 Budget: General Fund						
Dept: Police [01-104]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
3010	Salaries (Full Time)	\$ 2,563,353	2,657,702	2,733,641	2,733,948	2,752,698
3020	Salaries (Part Time)	-	-	-	-	-
3030	Salaries (Overtime)	202,977	254,228	204,829	271,080	245,453
3031	Salaries (Holiday Pay)	75,351	77,779	84,050	81,423	87,571
3100	Hospital/Life Insurance	549,652	556,439	495,551	497,873	478,855
	Total	\$ 3,391,333	3,546,148	3,518,071	3,584,324	3,564,577
	<u>Commodities</u>					
3230	Conferences, Mtgs. & Seminars	\$ 312	614	840	600	690
3240	Membership Dues	1,170	1,530	2,030	1,990	2,125
3250	Professional Development	8,631	13,643	24,610	16,000	13,130
3260	Publications	390	330	400	100	400
3280	Clothing & Personal Expense	19,723	24,368	26,250	20,000	21,790
3290	Printing	3,799	3,144	2,300	2,017	2,405
3300	Vehicle Expense (Gas)	86,746	63,743	100,000	46,000	96,000
3320	Maint: Vehicles & Motor Equip.	20,507	27,380	29,690	33,000	29,710
3400	Ammunition	6,733	6,490	6,500	5,549	6,500
3420	Donations	-	-	-	-	-
3440	Miscellaneous	1,299	1,652	2,856	2,300	2,506
3450	Public Relations	3,397	5,879	7,750	6,000	7,750
3470	Range Supplies	980	924	1,500	631	1,500
3480	Narcotics Enforcement	-	84	500	100	500
3500	Coop. Investigations	1,700	1,750	1,750	1,750	1,750
3510	Equipment	9,949	12,835	13,440	7,500	10,700
3520	Furniture	2,303	1,755	2,921	7,912	1,850
	Total	\$ 167,639	166,121	223,337	151,449	199,306
	<u>Contractual Services</u>					
3640	Physical Exams	\$ 1,852	583	1,000	-	1,000
3650	Testing & Psych. Exams	-	-	-	-	-
3660	Prisoner Care	-	6	150	50	150
3670	L-W Communications Center	312,264	324,756	337,745	337,746	330,116
3690	Computer Program./Maint.	18,937	29,412	22,850	21,500	27,081
3710	Legal Advertising	-	-	550	-	550
3780	Telephone	14,782	14,747	23,184	24,500	21,540
3790	Comm./Office Mach. Maint.	2,850	1,071	2,300	200	3,087
3850	Equipment Leasing	4,378	4,762	4,776	4,500	4,776
3860	Other Contractual Services	32,225	37,653	36,482	32,500	40,337
3870	Auto Mileage & Expense Reimb.	51	263	300	200	300
	Total	\$ 387,339	413,253	429,337	421,196	428,937
	Total Operating Expenses	\$ 3,946,311	4,125,522	4,170,745	4,156,969	4,192,820

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) Prio.	ITEM	FY '16 DEPT. REQUEST	FY '16 BOARD APPROVED	FY '17 DEPT. REQUEST	FY '17 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4080	Patrol SUV & Set Up	\$35,100	\$35,100			Base	Replace M02 per fleet schedule
4080	Patrol SUV & Set Up	35,100	35,100			Base	Replace M04 per fleet schedule
4040	Drug Cabinet with Ventilation	1,300	1,300			Supp.	Separate locked cabinet for drug evidence
4040	Phone System	17,434	17,434			Base	Replace aging system
4040	Upgrade Video Recording System	10,500	10,500			Base	Upgrade to digital technology in booking and interview rooms
4040	Cross Cut Shredder	2,000	2,000			Supp.	Needed for additional security when shredding documents
4100	Storage/Locker Cabinet	1,125	1,125			Supp.	Additional storage in Commander's office
4080	Patrol SUV & Set Up			\$36,620	\$36,620	Base	Replace M02 per fleet schedule
4080	Patrol SUV & Set Up			36,620	36,620	Base	Replace M04 per fleet schedule
4080	Patrol SUV & Set Up			36,620	36,620	Base	Replace M09 per fleet schedule
4040	Portable Radios (30) and Mobile Radios (16)			73,792	73,792	Base	Radio System Upgrade

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

Community Development Department Fiscal Year 17



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, Planning and Economic Development 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. In addition, this position assists in recruiting new industrial and commercial businesses and implements activities and programs

that furthers the economic wellbeing of the community. 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 16

Community Development

1. Conduct training on new Code Enforcement tracking software. **(C/100%)**
2. Transfer historical data into new permit tracking software. **(Abandon)**
3. Facilitate Board policy regarding amendments to the Zoning Ordinance. **(CU/25%)**
4. Facilitate Board policy regarding amendments to the Plumbing Code as they relate to water efficient measures. **(C/100%)**
5. Update elevator regulations and standards. **(C100%)**
6. Implement the way-finding sign program within budgeted parameters. **(C/100%)**

7. Update Zoning Map to reflect recent annexations and map amendments. **(C/100%)**
- 8. Convene the Electrical Commission to evaluate standards for photovoltaic (solar panel) installations. **(C/100%)**
- 9. Evaluate involuntary annexations for properties on LaGrange Road. **(CU/20%)**

Economic Development

1. Update Lois site depicting available properties and leasable space. **(C/100%)**
2. Update economic development web page information and layout. **(Deferred)**
3. Attend International Council of Shopping Centers (ICSC) National Convention. **(C/100%)**
4. Attend regional ICSC, Illinois Development Council, Will Economic Network, and Chamber meetings and seminars. **(C/100%)**
5. Update Restaurant Guide. **(C/100%)**
6. Prepare for and facilitate Economic Development Commission meetings. **(C/100%)**
7. Coordinate Village participation in the Mokena Chamber Business Expo. **(C/100%)**
8. Coordinate Village's participation in Ribbon Cutting, Groundbreaking, and Grand Opening Ceremonies. **(C/100%)**
9. Update and maintain web page business directory. **(C/100%)**
10. Facilitate demographic data collection, retail trade area identification, and target retailers in accordance with economic development consultant activities. **(C/100%)**

SIGNIFICANT GOALS FOR FY 17

Community Development

1. Facilitate Board policy regarding amendments to the Zoning Ordinance including, but not limited to sign regulations.
2. Pursue Annexation of single parcel on 191st Street at Crystal Creek development.
3. Implement the way-finding sign program within budgeted parameters.
4. Update Zoning Map to reflect recent annexations and map amendments.

5. Convene the Electrical Commission to evaluate adoption of the 2017 National Electrical Code.
6. Evaluate involuntary annexations for properties on LaGrange Road.
7. Evaluate Liquor Control Ordinance criteria for liquor licenses.
8. Revise Tobacco License regulations.
9. Implement Massage License Ordinance.
10. Update Site Plan and Architectural Review Committee informational packet.

Economic Development

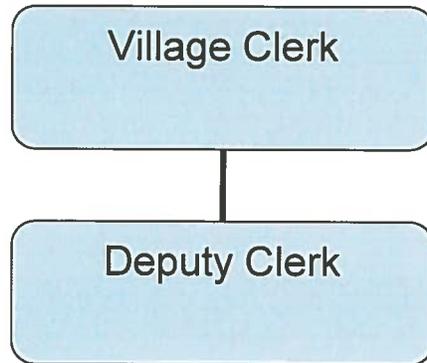
1. Update Lois site depicting available properties and leasable space.
2. Update economic development web page information and layout.
3. Attend International Council of Shopping Centers (ICSC) National Convention.
4. Attend regional ICSC, Illinois Development Council, Will Economic Network, and Chamber meetings and seminars.
5. Update Restaurant Guide.
6. Update Economic Development promotional materials.
7. Prepare for and facilitate Economic Development Commission meetings.
8. Coordinate Village participation in the Mokena Chamber Business Expo.
9. Coordinate Village's participation in Ribbon Cutting, Groundbreaking, and Grand Opening Ceremonies.
10. Update and maintain web page business directory.
11. Integration of new position into economic development activities.

VILLAGE OF MOKENA						
Fiscal 2017 Budget: General Fund						
Dept: Community Development [01-105]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
3010	Salaries (Full Time)	\$ 368,854	381,729	395,054	396,062	420,730
3020	Salaries (Part Time)	2,635	2,915	4,300	2,370	4,300
3030	Salaries (Overtime)	-	-	-	-	-
3100	Hospital/Life Insurance	72,968	70,834	69,539	68,280	84,972
	Total	\$ 444,457	455,478	468,893	466,712	510,002
	<u>Commodities</u>					
3230	Conferences, Mtgs. & Seminars	\$ 501	442	900	550	1,340
3240	Membership Dues	3,137	1,843	3,005	3,565	3,085
3250	Professional Development	721	987	1,900	1,380	1,380
3260	Publications	4,439	4,488	5,398	5,446	5,829
3280	Clothing & Personal Expense	819	387	1,650	800	1,650
3290	Printing	177	987	1,500	1,232	1,500
3300	Vehicle Expense (Gas)	5,003	4,113	6,000	3,350	6,000
3320	Maint: Vehicles & Motor Equip.	2,817	4,154	3,250	3,240	3,500
3330	Small Tools	-	11	150	100	150
3390	Public Hearing Signs	4,252	3,020	3,300	2,772	3,300
3440	Miscellaneous	272	166	400	400	400
3450	Public Relations	-	-	-	-	-
3510	Equipment	196	256	600	300	350
3520	Furniture	-	820	2,500	1,269	2,150
	Total	\$ 22,334	21,674	30,553	24,404	30,634
	<u>Contractual Services</u>					
3620	Engineering Services	\$ (17,317)	12,914	25,000	15,000	25,000
3621	Contract Inspections	4,000	(3,000)	-	4,000	-
3630	Legal Services	(7,981)	(4,813)	10,000	2,500	10,000
3680	Plan Review Fees	(13,242)	(12,198)	6,000	15,000	6,000
3690	Computer Program./Maint.	9,520	13,110	13,204	9,312	11,624
3710	Legal Advertising	2,438	1,303	2,000	1,500	2,000
3780	Telephone	4,615	3,802	4,140	4,100	5,940
3790	Comm./Office Mach. Maint.	2,868	3,706	5,300	4,328	5,000
3850	Equipment Leasing	-	-	-	-	-
3860	Other Contractual Services	31,496	40,116	62,320	55,500	68,360
3870	Auto Mileage & Expense Reimb.	21	59	100	100	140
3940	Signage and Façade Program	-	-	-	-	22,000
	Total	\$ 16,418	54,999	128,064	111,340	156,064
	Total Operating Expenses	\$ 483,209	532,151	627,510	602,456	696,700

VILLAGE OF MOKENA
Fiscal 2017 Budget: General Fund
Dept: Community Development [01-105]

		<u>Actual</u> <u>Fiscal '14</u>	<u>Actual</u> <u>Fiscal '15</u>	<u>Budgeted</u> <u>Fiscal '16</u>	<u>Estimated</u> <u>Fiscal '16</u>	<u>Board App.</u> <u>Fiscal '17</u>
	Capital Outlay					
4040	Machinery & Equipment	\$ 8,109	-	-	-	-
4080	Vehicle Acquisition	21,744	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total	\$ 29,853	-	-	-	-
	Total Appropriations	\$ 513,062	532,151	627,510	602,456	696,700

Village Clerk Fiscal Year 17



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 16

1. Conduct twice yearly review of Executive Session minutes. (C/100%)
2. Provide support with Beautification Award Program. (C/100%)
3. Conduct early voting for spring primary. (C/100%)

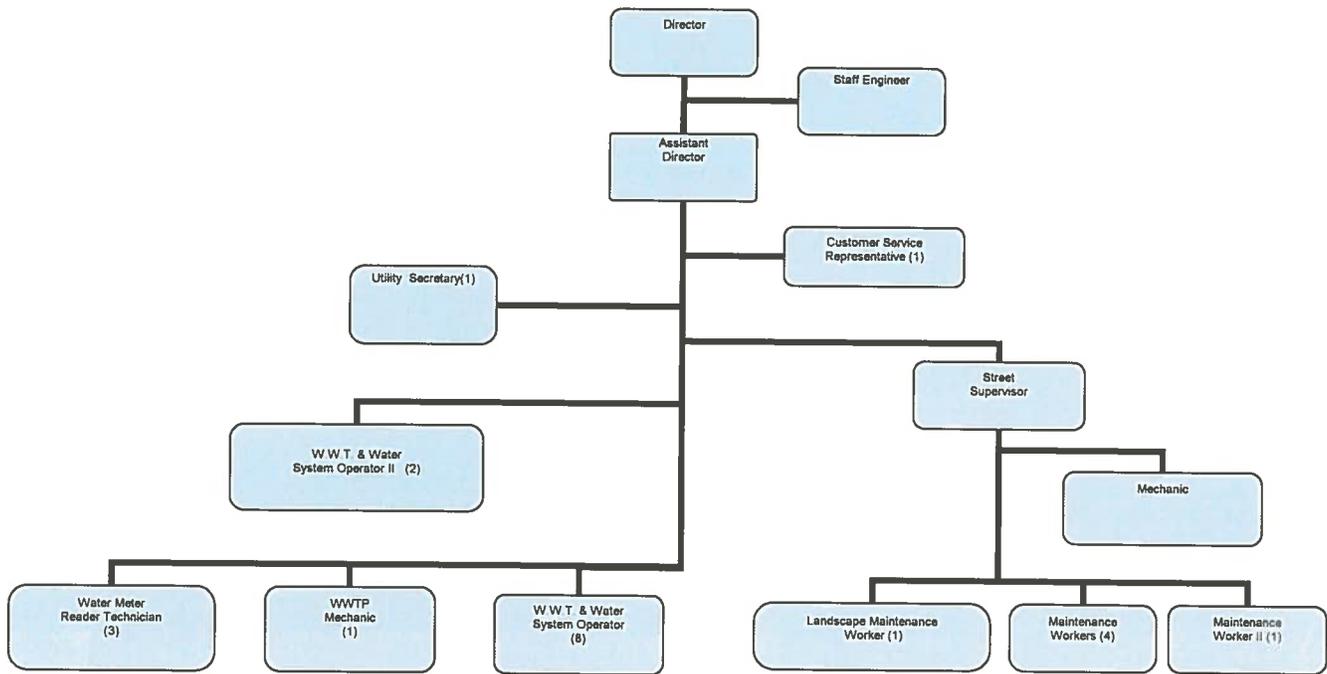
SIGNIFICANT GOALS FOR FY 17

1. Provide support with Beautification Award Program
2. Conduct early voting for spring and fall elections.
3. Conduct twice yearly review of Executive Session minutes.

VILLAGE OF MOKENA
Fiscal 2017 Budget: General Fund
Dept: Village Clerk [01-106]

		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
	<u>Personal Services</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	\$ 410	460	500	300	445
3240	Membership Dues	95	65	105	95	105
3250	Professional Development	-	-	-	-	-
3260	Publications	-	-	-	-	-
3290	Printing	-	-	-	-	-
3430	Recording Charges	-	-	-	-	-
3440	Miscellaneous	-	21	50	10	50
	Total	\$ 505	546	655	405	600
	<u>Contractual Services</u>					
3690	Computer Program./Maint.	\$ -	-	-	-	-
3710	Legal Advertising	423	440	600	700	600
3720	Ordinance Codification	2,279	2,494	3,000	1,725	3,000
3780	Telephone	-	-	-	-	-
3860	Other Contractual Services	25	1,819	775	25	775
3870	Auto Mileage & Expense Reimb.	-	-	-	-	-
	Total	\$ 2,727	4,753	4,375	2,450	4,375
	Total Operating Expense	\$ 8,032	10,099	9,830	7,655	9,775
	<u>Capital Outlay</u>					
4100	Office Furniture	\$ -	-	-	-	-
	Total Capital	\$ -	-	-	-	-
	Total Appropriations	\$ 8,032	10,099	9,830	7,655	9,775

Public Works Department Fiscal Year 17



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.

SIGNIFICANT GOALS FOR FY 16

1. Complete FY 16 Sidewalk Program.* (C/100%)
2. Complete FY 16 Street Maintenance Program.* (C/100%)
3. Complete FY 16 Sidewalk “Mud-Jacking” Program.* (C/100%)
4. Complete FY 16 Curb “Shot-Creet” Repair Program.* (C/100%)
5. Complete FY 16 crack filling program.** (C/100%)
6. Provide “in-house” monthly safety training to all street department personnel. (C/100%)
7. Continue to replace aged sign posts throughout Village associated with our “Neighborhood of the Month” program. (C/100%)
8. Stripe various crosswalks and streets throughout Village. (C/100%)

9. Continue the cleaning and maintenance of storm sewer and pond outlet systems. (C/100%)
10. Continue additional maintenance at the Oaks Pond (cat tail removal). (C/100%)

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

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

SIGNIFICANT GOALS FOR FY 17

1. Complete FY 17 Sidewalk Program.*
2. Complete FY 17 full depth patching Program.*
3. Complete FY 17 Street Maintenance Program.*
4. Complete FY 17 Sidewalk “Mud-Jacking” Program.*
5. Complete FY 17 Curb “Shot-Creet” Repair Program.*
6. Complete FY 17 crack filling program.**
7. Provide “in-house” monthly safety training to all street department personnel.
8. Implement vehicle maintenance tracking program.
9. Utilize a student automotive intern from Joliet Junior College.
10. Continue to replace aged sign posts throughout Village associated with our “Neighborhood of the Month” program.
11. Stripe various crosswalks and streets throughout Village.
12. Continue the cleaning and maintenance of storm sewer and pond outlet systems.
13. Continue maintenance at the Oaks Pond (cat tail removal).

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

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

VILLAGE OF MOKENA
Fiscal 2017 Budget: General Fund
Dept: Streets [01-107]

		<u>Actual</u> <u>Fiscal '14</u>	<u>Actual</u> <u>Fiscal '15</u>	<u>Budgeted</u> <u>Fiscal '16</u>	<u>Estimated</u> <u>Fiscal '16</u>	<u>Board App.</u> <u>Fiscal '17</u>
	<u>Capital Outlay</u>					
4010	Improvements - Streets	\$ 37,499	79,939	30,000	12,000	30,000
4020	Improvements - Other	11,699	-	-	-	-
4030	Improvements - Facilities	-	-	-	-	-
4040	Machinery & Equipment	40,321	117,226	17,300	20,270	161,700
4050	Improvements & Extensions	-	-	-	-	-
4080	Vehicle Acquisitions	40,434	186,904	223,000	226,945	145,500
4100	Office Furniture	-	-	-	-	-
	Total Capital	\$ 129,953	384,069	270,300	259,215	337,200
	<u>Other Financing Uses</u>					
5000	Transfer - Out					
	A. Trf. to Escrow for Gen. Infra.	\$ 1,275,000	1,180,000	-	900,000	-
	Total Appropriations	\$ 2,479,285	2,680,505	1,437,209	2,273,867	1,579,551

BUILDINGS & GROUNDS
Fiscal Year 17

SIGNIFICANT GOALS FOR FY 16

1. Contract for weed control on all Village properties. (C/100%)
2. Continue Cherry Pond North & South, Crystal Creek and Foxborough Wetland Maintenance. (C/100%)
3. Continue annual upkeep & maintenance of Village Hall Landscaping. (C/100%)
4. Remove approximately 900 ash trees in accordance with our EAB Management Plan.* (C/100%)
5. Continue reforestation plan for trees removed due to EAB. * (C/100%)
6. Continue treatment of approximately 300 ash trees for protection from EAB.* (C/100%)
7. Refinish 2 wood entry welcome signs. (C/100%)
8. Repair and seal-coat Tara Hills & Foxborough walking paths. (C/100%)
9. Generator repair at Police Department. (C/100%)
10. Replace keypad door locks for secure areas at Police Dept. (C/100%)
11. Complete Police Department Office Painting. (C/100%)
12. Replace stage for community events (50% split with Park District). (C/100%)

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

SIGNIFICANT GOALS FOR FY 17

1. Contract for weed control on all Village properties.
2. Continue Cherry Pond North, Cherry Pond South, Mokena Marketplace, Crystal Creek and Foxborough Wetland Maintenance.
3. Continue annual upkeep & maintenance of Village Hall Landscaping.
4. Remove approximately 300 ash trees in accordance with our EAB Management Plan which will complete the four year program. *
5. Continue reforestation plan for trees removed due to EAB which will complete the four year program. *
6. Continue treatment of approximately 300 ash trees for protection from EAB.*
7. Refinish 2 wood entry welcome signs.
8. Repair and seal-coat Mokena Crossing North Pond, Crystal Creek & Marley Creek walking paths.
9. Replace Guard Rail 88th Ave and 187th
10. Paint outside front entrance at Village Hall.
11. Re-Bid Grass cutting contract for 2017 season.
12. Resurface parking area at ESDA building on Front Street. *
13. Resurface entrance and south area of parking lot at Public Works Garage. *
14. Complete misc. building improvements at Police Department.
15. Complete improvements to Union & Revere Pond and Scarth Pond pumps and drainage.

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

VILLAGE OF MOKENA						
Fiscal 2017 Budget: General Fund						
Dept: Buildings & Grounds [01-108]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
3010	Salaries (Full Time)	\$ 39,262	48,565	51,230	50,914	53,471
3020	Salaries (Part Time)	6,588	12,253	9,630	11,000	10,110
3030	Salaries (Overtime)	350	1,294	1,192	750	1,236
3100	Hospital/Life Insurance	8,167	14,087	13,652	13,689	13,964
	Total	\$ 54,367	76,199	75,704	76,353	78,781
	<u>Commodities</u>					
3230	Conferences, Mtgs. & Seminars	\$ -	-	-	-	-
3240	Membership Dues	25	25	25	25	25
3250	Professional Development	-	-	-	-	-
3280	Clothing & Personal Expense	106	279	250	250	250
3300	Vehicle Expense (Gas)	-	-	-	-	-
3310	Maint: Bldgs, Streets & Grounds	42,500	39,480	42,450	40,000	43,650
3320	Maint: Vehicles & Motor Equip.	2,417	3,455	3,500	3,500	3,500
3330	Small Tools	804	201	650	650	650
3370	Janitorial Supplies	10,993	13,000	13,000	13,000	13,000
3440	Miscellaneous	-	-	-	-	-
3510	Equipment	2,445	4,172	2,500	4,700	2,920
3520	Furniture	1,298	331	2,000	1,505	-
	Total	\$ 60,588	60,943	64,375	63,630	63,995
	<u>Contractual Services</u>					
3620	Engineering Services	\$ -	-	-	-	-
3710	Legal Advertising	-	-	-	-	-
3770	Electricity & Gas	3,677	3,298	3,800	2,900	5,800
3780	Telephone	180	180	204	180	204
3850	Equipment Leasing	-	-	-	-	-
3860	Other Contractual Services	120,799	166,220	223,425	220,000	250,550
	Total	\$ 124,656	169,698	227,429	223,080	256,554
	Total Operating Expense	\$ 239,611	306,840	367,508	363,063	399,330
	<u>Capital Outlay</u>					
4030	Improvements - Facilities	\$ 24,617	950	-	-	9,000
4040	Machinery & Equipment	2,060	6,410	31,985	31,400	48,200
4100	Office Furniture	-	7,542	-	-	-
	Total Capital	\$ 26,677	14,902	31,985	31,400	57,200
	<u>Other Financing Uses</u>					
5000	Transfer - Out					
	A. Trf. to Escrow for Muni. Facility	\$ 100,000	-	-	100,000	-
	Total Appropriations	\$ 366,288	321,742	399,493	494,463	456,530

VILLAGE OF MOKENA
CAPITAL EQUIPMENT FORM

(LINE ITEM) Prio.	ITEM	FY '16 DEPT. REQUEST	FY '16 BOARD APPROVED	FY '17 DEPT. REQUEST	FY '17 BOARD APPROVED	BASE/SUPP.	EXPLANATION
4040	Trencher Attachment	\$ 4,850	\$ 4,850			Supp.	Attachment for Combination Excavator
4040	Walk Behind Saw & Blades	2,750	2,750			Base	Replace aging equipment
4040	Core Drill & Bits	1,990	1,990			Base	Replace aging equipment
4040	Compactor	1,695	1,695			Base	Replace aging equipment
4040	Aerator	5,500	5,500			Base	Replace aerator in Marley Creek Pond
4040	Stage	15,200	15,200			Base	Replace old stage (split 50/50 with Park Dist.)
4040	Concrete Partner Saw			\$1,100	\$1,100	Base	Replace aging saw
4040	Pump Scarth pond			1,400	1,400	Base	Replace Storm water Pump
4040	Diffuser Marley Pond			9,100	9,100	Supp.	Algae control in shallow end of Marley north pond
4040	Sweeper Broom Attachment Skit Steer			4,500	4,500	Supp.	Broom for spot clean up areas
4040	Pump and Controls Storm sewer lift station			13,600	13,600	Base	Pumps for drainage of Revere & Union
4040	Power Rodder 1/2"			2,500	2,500	Supp.	For Village Buildings
4040	Grinder Attachment for Skit Steer			16,000	16,000	Supp.	For Grinding Asphalt and Concrete with Skit Steer

TOTAL \$31,985

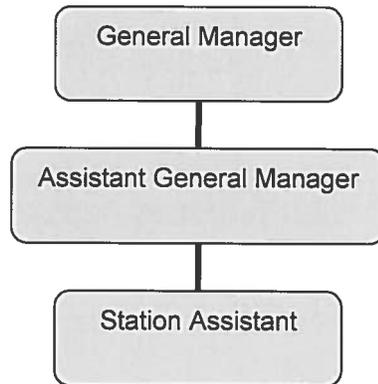
\$48,200

REQUESTS APPROVED

\$31,985

\$48,200

Cable TV Commission Fiscal Year 17



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 16

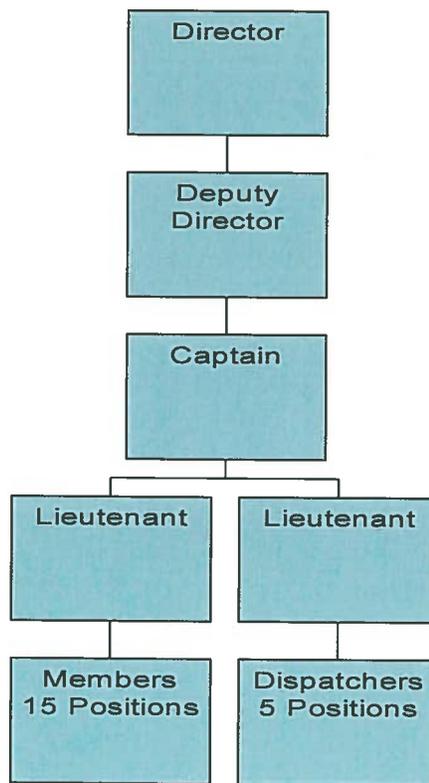
1. Continue to tape community events (C/100%)
2. Coordinate and update Village Board introductory segments (C/100%)
3. Purchase and install digital encoder to improve "streaming broadcasts" (C/100%)

SIGNIFICANT GOALS FOR FY 17

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

3. Replace microphones in council chambers.
4. Purchase additional camcorder for recording off-site events.
5. Transition Channel 6 message Board to new technology.

Emergency Services and Disaster Agency Fiscal Year 17



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 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 16

1. Continue to improve equipment in the ESDA building to address community needs. **(C/100%)**
2. Search for grant funding for the addition of secondary EOC equipment. **(CU/50%)**
3. Increase ESDA involvement with the Will County Search and Rescue (SAR) Team. **(C/100%)**
4. Complete the retrofit of light truck #287. **(D)**
5. Continue to work with the National Weather Service to designate the Village of Mokena as a Storm Ready Community. **(CU/75%)**
6. Maintain ongoing FEMA and IEMA on-line training courses for all members. **(C/100%)**
7. Incorporate Ham Operators for emergency communications. **(100%)**
8. Develop HAM Radio Operating Guidelines for emergency communications. **(C/100%)**
9. Continue with public safety patrols of the parks and schools within the Village. **(C/100%)**
10. Continue to provide support for community events. **(C/100%)**
11. Conduct community outreach programs for local citizen groups. **(C/100%)**
12. Continuously review emergency preparedness initiatives for our customers. **(C/100%)**

SIGNIFICANT GOALS FOR FY 17

1. Continue to improve equipment in the ESDA building to address community needs.
2. Search for grant funding for the addition of secondary EOC equipment.
3. Increase ESDA involvement with the Will County Search and Rescue (SAR) Team.
4. Continue to work with the National Weather Service to designate the Village of Mokena as a Storm Ready Community.
5. Maintain ongoing FEMA and IEMA on-line training courses for all members.
6. Incorporate Ham Operators for emergency communications.
7. Continue with public safety patrols of the parks and schools within the Village.
8. Continue to provide support for community events.
9. Conduct community outreach programs for local citizen groups.
10. Continuously review emergency preparedness initiatives for our customers.
11. Upgrade radios for compatibility with Will County's new radio system.
12. Replace outdated generator for EOC.

VILLAGE OF MOKENA
Fiscal 2017 Budget: General Fund
Dept: E.S.D.A. [01-111]

		Actual	Actual	Budgeted	Estimated	Board App.
	Personal Services	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
3020	Salaries (Part Time)	\$ 9,500	9,500	13,000	13,000	13,000
	Commodities					
3210	Office Supplies	\$ 27	353	450	400	450
3230	Conferences, Mtgs. & Seminars	1,813	1,900	2,450	2,000	2,150
3240	Membership Dues	275	200	400	400	400
3250	Professional Development	143	102	500	200	500
3260	Publications	15	15	15	30	30
3280	Clothing & Personal Expense	1,859	2,612	3,040	2,550	3,040
3290	Printing	99	225	500	250	500
3300	Vehicle Expense (Gas)	8,735	8,368	12,000	7,000	12,000
3320	Maint: Vehicle & Motor Equip.	7,057	5,594	10,550	8,400	10,550
3330	Small Tools	40	-	200	100	200
3440	Miscellaneous	113	166	500	200	750
3510	Equipment	2,884	2,955	4,509	3,000	4,342
3520	Furniture	-	-	-	-	500
	Total	\$ 23,060	22,490	35,114	24,530	35,412
	Contractual Services					
3690	Computer Program./Maint.	\$ 347	897	800	500	800
3780	Telephone	8,081	8,232	8,412	9,050	10,410
3790	Comm./Office Mach. Maint.	540	610	2,500	1,500	1,300
3850	Equipment Leasing	195	211	902	200	902
3860	Other Contractual Services	14,206	11,270	16,574	12,500	16,814
3880	Warning System Maintenance	2,700	1,539	3,000	2,748	4,000
	Total	26,069	22,759	32,188	26,498	34,226
	Total Operating Expense	\$ 58,629	54,749	80,302	64,028	82,638
	Capital Outlay					
4020	Improvements - Other	\$ -	-	-	-	-
4030	Improvements - Facilities	-	-	-	-	-
4040	Machinery & Equipment	-	7,038	2,800	3,010	38,365
4080	Vehicle Acquisition	-	-	-	-	-
	Total Capital	\$ -	7,038	2,800	3,010	38,365
	Total Appropriations	\$ 58,629	61,787	83,102	67,038	121,003

VILLAGE OF MOKENA
Fiscal 2017 Budget: Audit Fund
Summary

	Actual Fiscal '14	Actual Fiscal '15	Budgeted Fiscal '16	Estimated Fiscal '16	Board App. Fiscal '17
<u>Revenues</u>					
Taxes	\$ 5,770	5,682	5,829	5,935	6,213
Other Revenue	158	74	25	25	50
Total Revenue	\$ 5,928	5,756	5,854	5,960	6,263
Opening Fund Balance	\$ 18,251	18,629	18,634	18,730	18,932
Total Available for Spending	\$ 24,179	24,385	24,488	24,690	25,195
<u>Appropriations</u>					
Contractual Services	\$ 5,550	5,655	5,758	5,758	6,200
Total Appropriations	\$ 5,550	5,655	5,758	5,758	6,200
Ending Fund Balance	\$ 18,629	18,730	18,730	18,932	18,995

VILLAGE OF MOKENA
Fiscal 2017 Budget: Audit Fund
Revenue [02]

		<u>Actual</u> <u>Fiscal '14</u>	<u>Actual</u> <u>Fiscal '15</u>	<u>Budgeted</u> <u>Fiscal '16</u>	<u>Estimated</u> <u>Fiscal '16</u>	<u>Board App.</u> <u>Fiscal '17</u>
200	<u>Taxes</u>					
2010	Property Tax	\$ 5,770	5,682	5,829	5,935	6,213
290	<u>Other Revenue</u>					
2910	Interest Earnings	\$ 158	74	25	25	50
	Revenue Grand Total	\$ 5,928	5,756	5,854	5,960	6,263
	Opening Fund Balance	\$ 18,251	18,629	18,634	18,730	18,932
	Total Available for Spending	\$ 24,179	24,385	24,488	24,690	25,195

Appropriations [02-116]

		<u>Actual</u> <u>Fiscal '14</u>	<u>Actual</u> <u>Fiscal '15</u>	<u>Budgeted</u> <u>Fiscal '16</u>	<u>Estimated</u> <u>Fiscal '16</u>	<u>Board App.</u> <u>Fiscal '17</u>
	<u>Contractual Services</u>					
3610	Accounting Services	\$ 5,550	5,655	5,758	5,758	6,200

VILLAGE OF MOKENA
Fiscal 2017 Budget: Performance Bond Fund
Summary

	Actual	Actual	Budgeted	Estimated	Board App.
Revenues	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
Other Revenue	\$ 215,225	245,869	175,150	390,940	201,200
Total Revenue	\$ 215,225	245,869	175,150	390,940	201,200
Opening Fund Balance	\$ 524,697	549,847	599,847	674,807	739,807
Total Available for Spending	\$ 739,922	795,716	774,997	1,065,747	941,007
Appropriations	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
Contractual Services	\$ 186,900	119,300	250,000	325,000	250,000
Other Financing Uses	3,175	1,609	150	940	1,200
Total Appropriations	\$ 190,075	120,909	250,150	325,940	251,200
Ending Fund Balance	\$ 549,847	674,807	524,847	739,807	689,807

TOURISM FUND

Fiscal Year 17

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 2017 Budget: Special Tax Allocation Fund

Summary

	Actual	Actual	Budgeted	Estimated	Board App.
<u>Revenues</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
Taxes	\$ 34,680	35,413	35,352	31,490	37,620
Other Revenue	549	357	30	150	350
Total Revenue	\$ 35,229	35,770	35,382	31,640	37,970
Opening Fund Balance	\$ 50,077	83,585	111,907	117,566	146,799
Total Available for Spending	\$ 85,306	119,355	147,289	149,206	184,769
<u>Appropriations</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
Commodities	\$ 86	94	100	89	100
Contractual Services	1,635	1,695	1,837	2,318	2,606
Total Appropriations	\$ 1,721	1,789	1,937	2,407	2,706
Ending Fund Balance	\$ 83,585	117,566	145,352	146,799	182,063

VILLAGE OF MOKENA						
Fiscal 2017 Budget: Special Tax Allocation Fund						
<u>Revenue [06]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
200	Taxes					
2010	Property Tax	\$ 34,680	35,413	35,352	31,490	37,620
290	Other Revenue					
2910	Interest Earnings	\$ 549	357	30	150	350
	Revenue Grand Total	\$ 35,229	35,770	35,382	31,640	37,970
	Opening Fund Balance	\$ 50,077	83,585	111,907	117,566	146,799
	Total Available for Spending	\$ 85,306	119,355	147,289	149,206	184,769
<u>Appropriations [06-120]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
	Commodities					
3220	Postage	\$ 86	94	100	89	100
	Contractual Services					
3610	Accounting Services	\$ -	-	-	400	500
3630	Legal Services	-	-	-	160	200
3985	Surplus Funds Remittance	1,635	1,695	1,837	1,758	1,906
	Total	\$ 1,635	1,695	1,837	2,318	2,606
	Total Appropriations	\$ 1,721	1,789	1,937	2,407	2,706

VILLAGE OF MOKENA

Fiscal 2017 Budget: School Crossing Guard Fund

Summary

	Actual	Actual	Budgeted	Estimated	Board App.
<u>Revenues</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
Taxes	\$ 26,336	27,356	27,633	27,212	28,201
Other Revenue	252	128	15	30	75
Total Revenue	\$ 26,588	27,484	27,648	27,242	28,276
Opening Fund Balance	\$ 28,136	29,218	30,179	30,483	30,830
Total Available for Spending	\$ 54,724	56,702	57,827	57,725	59,106
<u>Appropriations</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
Personal Services	\$ 25,020	25,480	26,583	26,457	27,316
Commodities	486	739	900	438	900
Contractual Services	-	-	200	-	200
Total Appropriations	\$ 25,506	26,219	27,683	26,895	28,416
Ending Fund Balance	\$ 29,218	30,483	30,144	30,830	30,690

VILLAGE OF MOKENA						
Fiscal 2017 Budget: School Crossing Guard Fund						
<u>Revenue [07]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
200	Taxes					
2010	Property Tax	\$ 26,336	27,356	27,633	27,212	28,201
290	Other Revenue					
2910	Interest Earnings	252	128	15	30	75
	Revenue Grand Total	\$ 26,588	27,484	27,648	27,242	28,276
	Opening Fund Balance	\$ 28,136	29,218	30,179	30,483	30,830
	Total Available for Spending	\$ 54,724	56,702	57,827	57,725	59,106
<u>Appropriations [07-121]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
	Personal Services					
3020	Salaries (Part Time)	\$ 24,543	25,181	26,323	26,300	27,116
3040	Unemployment Contribution	477	299	260	157	200
	Total	\$ 25,020	25,480	26,583	26,457	27,316
	Commodities					
3280	Clothing & Personal Expense	\$ 436	643	700	388	700
3340	Traffic & Street Sign Material	-	58	150	-	150
3440	Miscellaneous	50	38	50	50	50
	Total	\$ 486	739	900	438	900
	Contractual Services					
3710	Legal Advertising	\$ -	-	200	-	200
	Total Appropriations	\$ 25,506	26,219	27,683	26,895	28,416

IMRF/FICA/MC FUND

Fiscal Year 17

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 current IMRF members participating 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 2016 through December 2016 is 14.23% and the rate for January 2017 through June 2017 is 14.68%.

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 2017, 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.

VILLAGE OF MOKENA

Fiscal 2017 Budget: IMRF/FICA/MC Contribution Fund

Summary

	Actual Fiscal '14	Actual Fiscal '15	Budgeted Fiscal '16	Estimated Fiscal '16	Board App. Fiscal '17
<u>Revenues</u>					
Taxes	\$ 574,169	608,104	648,016	648,527	676,962
Intergovernmental Revenue - State	16,230	22,309	18,300	18,515	16,900
Other Revenue	2,616	1,291	200	300	850
Total Revenue	\$ 593,015	631,704	666,516	667,342	694,712
Opening Fund Balance	\$ 325,762	312,572	324,647	337,269	318,068
Total Available for Spending	\$ 918,777	944,276	991,163	1,004,611	1,012,780
<u>Appropriations</u>					
Personal Services	\$ 606,205	607,007	652,420	686,543	676,976
Total Appropriations	\$ 606,205	607,007	652,420	686,543	676,976
Ending Fund Balance	\$ 312,572	337,269	338,743	318,068	335,804

POLICE PENSION FUND

Fiscal Year 17

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 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 law does not affect members currently receiving retirement benefits 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 29% of total annual salaries for full time sworn police personnel.

VILLAGE OF MOKENA					
Fiscal 2017 Budget: Police Pension Fund					
<u>Summary</u>					
	Actual	Actual	Budgeted	Estimated	Board App.
<u>Revenues</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
Taxes	\$ 684,871	731,596	740,253	732,694	751,913
Other Revenue	\$ 1,905,315	895,725	806,524	1,267,752	633,031
Total Revenue	\$ 2,590,186	1,627,321	1,546,777	2,000,446	1,384,944
Opening Fund Balance	\$ 12,783,452	15,065,658	16,363,032	16,237,360	17,663,134
Total Available for Spending	\$ 15,373,638	16,692,979	17,909,809	18,237,806	19,048,078
	Actual	Actual	Budgeted	Estimated	Board App.
<u>Appropriations</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
Personal Services	\$ 239,343	384,032	474,344	496,242	544,986
Commodities	47,138	52,826	62,850	55,385	68,950
Contractual Services	21,499	18,761	91,370	23,045	93,535
Other Financing Uses	-	-	50,000	-	50,000
Total Appropriations	\$ 307,980	455,619	678,564	574,672	757,471
Ending Fund Balance	\$ 15,065,658	16,237,360	17,231,245	17,663,134	18,290,607

VILLAGE OF MOKENA						
Fiscal 2017 Budget: Police Pension Fund						
Revenue [09]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
200	Taxes					
2010	Property Tax	\$ 684,871	731,596	740,253	732,694	751,913
290	Other Revenue					
2910	Interest Earnings	\$ 269,865	301,254	250,000	300,000	300,000
2911	Short Term Capital Gain	4,972	17,534	-	3,863	-
2912	Long Term Capital Gain	92,667	292,333	-	210,346	-
2913	Realized Gain from Annuity	-	-	-	-	-
2916	Invest. Inc. - Market Fluctuations	1,202,173	36,287	300,000	(100,000)	75,000
2940	Interfund Revenue - (From)					
	A. General fund - Police Dept.	-	-	-	600,000	-
2970	Miscellaneous Income	-	50	-	-	-
2980	Member Contributions	335,638	248,267	256,524	253,543	258,031
	Total	\$ 1,905,315	895,725	806,524	1,267,752	633,031
	Revenue Grand Total	\$ 2,590,186	1,627,321	1,546,777	2,000,446	1,384,944
	Opening Fund Balance	\$ 12,783,452	15,065,658	16,363,032	16,237,360	17,663,134
	Total Available for Spending	\$ 15,373,638	16,692,979	17,909,809	18,237,806	19,048,078
Appropriations [09-123]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
	Personal Services					
3020	Salaries (Part Time)	\$ -	-	-	-	-
3080	Pension Payment	239,343	384,032	474,344	496,242	544,986
3081	Disability Payment	-	-	-	-	-
	Total	\$ 239,343	384,032	474,344	496,242	544,986
	Commodities					
3230	Conferences, Mtgs. & Seminars	\$ 2,394	2,379	5,350	2,370	6,150
3240	Membership Dues	1,075	775	900	795	900
3440	Miscellaneous	43,669	49,672	56,600	52,220	61,900
	Total	\$ 47,138	52,826	62,850	55,385	68,950
	Contractual Services					
3610	Accounting Services	\$ 15,535	11,960	14,870	16,415	17,035
3630	Legal Services	3,000	3,750	13,000	3,500	13,000
3750	Public Officials Ins./Bonding	2,964	3,051	3,500	3,130	3,500
3930	Pension Refunds	-	-	60,000	-	60,000
	Total	\$ 21,499	18,761	91,370	23,045	93,535
	Other Financing Uses					
4280	Contingencies	\$ -	-	50,000	-	50,000
	Total Appropriations	\$ 307,980	455,619	678,564	574,672	757,471

VILLAGE OF MOKENA						
Fiscal 2017 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 '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
240	Intergovernmental Rev. - State					
2430	Motor Fuel Tax Allotment	\$ 649,044	556,167	475,382	506,931	505,366
290	Other Revenue					
2910	Interest Earnings	\$ 120	118	125	1,000	2,050
2940	Interfund Revenue	-	-	-	-	-
2970	Miscellaneous Revenue	-	3,083	-	-	-
	Total	\$ 120	3,201	125	1,000	2,050
	Revenue Grand Total	\$ 649,164	559,368	475,507	507,931	507,416
	Opening Fund Balance	\$ 853,870	721,236	729,884	730,713	836,819
	Total Available for Spending	\$ 1,503,034	1,280,604	1,205,391	1,238,644	1,344,235
<u>Appropriations [11-125]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
	Personal Services					
3030	Salaries (Overtime)	\$ 159,905	74,033	113,124	46,877	104,740
	Commodities					
3310	Maint: Bldgs, Streets & Grounds	\$ 17,237	21,655	21,750	42,000	27,300
3380	Salt	153,087	348,938	350,000	225,948	186,000
3440	Miscellaneous	-	-	-	-	-
	Total	\$ 170,324	370,593	371,750	267,948	213,300
	Contractual Services					
3620	Engineering Services	\$ 4,764	-	-	-	-
3860	Other Contractual Services	85,149	101,806	103,454	87,000	112,415
3970	Tree Removal/Replacement	-	-	-	-	-
	Total	\$ 89,913	101,806	103,454	87,000	112,415
	Capital Outlay					
4010	Improvements - Streets & Alleys	\$ 361,656	3,459	24,776	-	24,776
4020	Improvements - Other	-	-	-	-	-
	Total	\$ 361,656	3,459	24,776	-	24,776
	Total Appropriations	\$ 781,798	549,891	613,104	401,825	455,231

REFUSE FUND

Fiscal Year 17

SUMMARY OF BASIC FUNCTION

Residential refuse pick-up is contracted through Nu-Way Disposal Service. Approximately 7,000 customers currently receive service on a weekly basis with over 359,000 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 (including a monthly rate of \$.50 for electronics disposal) yearly senior discounts of approximately \$27 and free leaf and branch pickup.



VILLAGE OF MOKENA						
Fiscal 2017 Budget: Refuse Fund						
<u>Revenue [15]</u>						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
260	Charges for Service					
2710	Refuse Collection Charges	\$ 1,203,068	1,244,408	1,249,221	1,260,242	1,341,368
290	Other Revenue					
2910	Interest Earnings	\$ 1,401	629	50	200	420
2970	Miscellaneous Revenue	5,226	6,649	5,940	5,842	6,126
	Total	\$ 6,627	7,278	5,990	6,042	6,546
	Revenue Grand Total	\$ 1,209,695	1,251,686	1,255,211	1,266,284	1,347,914
	Opening Fund Balance	\$ 151,484	153,875	153,439	152,917	154,826
	Total Available for Spending	\$ 1,361,179	1,405,561	1,408,650	1,419,201	1,502,740
<u>Appropriations [15-129]</u>						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
	Commodities					
3450	Public Relations	\$ 15,750	23,774	19,320	21,835	19,320
	Contractual Services					
3610	Accounting Services	\$ 260	265	270	270	285
3730	Refuse Service	1,137,648	1,183,616	1,200,254	1,197,281	1,292,047
3840	Interfund Service Charge	44,989	44,989	44,989	44,989	44,989
	Total	\$ 1,182,897	1,228,870	1,245,513	1,242,540	1,337,321
	Capital Outlay					
4040	Machinery & Equipment	\$ 8,657	-	-	-	-
	Total Appropriations	\$ 1,207,304	1,252,644	1,264,833	1,264,375	1,356,641

VILLAGE OF MOKENA					
Fiscal 2017 Budget: Water & Sewer Fund					
<u>Summary</u>					
	Actual	Actual	Budgeted	Estimated	Board App.
<u>Revenues</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
Water Department	\$ 4,429,969	4,469,994	4,825,052	4,741,481	4,636,652
Sewer Department	1,879,553	1,857,218	1,917,418	1,926,573	1,940,894
Total Revenue	\$ 6,309,522	6,327,212	6,742,470	6,668,054	6,577,546
<u>Opening Fund Balance:</u>					
Water Dept. - Operating	\$ 1,374,685	1,359,600	1,230,767	1,206,329	1,053,236
Sewer Dept. - Operating	586,172	603,949	521,029	523,182	554,454
Total Opening Fund Balance	\$ 1,960,857	1,963,549	1,751,796	1,729,511	1,607,690
Total Available for Spending	\$ 8,270,379	\$ 8,290,761	\$ 8,494,266	\$ 8,397,565	\$ 8,185,236
	Actual	Actual	Budgeted	Estimated	Board App.
<u>Appropriations</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
Water Department	\$ 4,445,054	4,623,265	5,061,708	4,894,574	4,969,810
Sewer Department	1,861,776	1,937,985	2,030,030	1,895,301	1,978,844
Total Appropriations	\$ 6,306,830	6,561,250	7,091,738	6,789,875	6,948,654
<u>Ending Fund Balance:</u>					
Water Dept. - Operating	\$ 1,359,600	1,206,329	994,111	1,053,236	720,078
Sewer Dept. - Operating	603,949	523,182	408,417	554,454	516,504
Total Ending Fund Balance	\$ 1,963,549	\$ 1,729,511	\$ 1,402,528	\$ 1,607,690	\$ 1,236,582

WATER OPERATING FUND BUDGET SUMMARY

REVENUE

Current FY 16

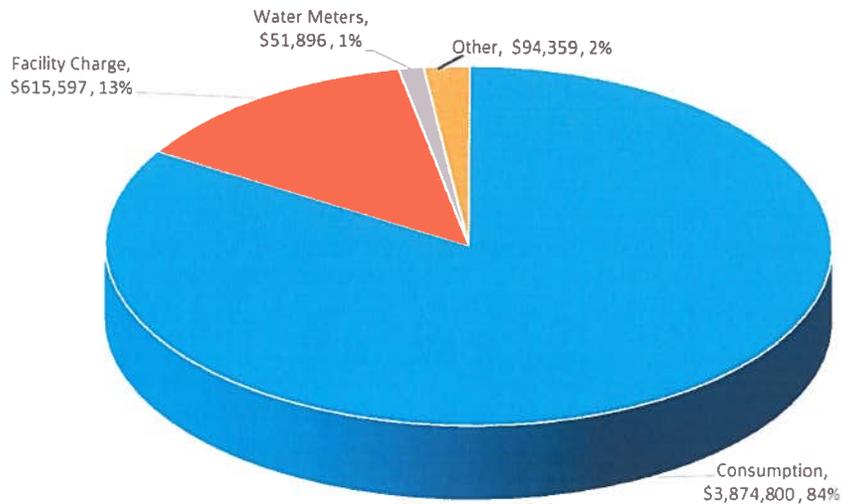
Estimated FY 16 revenues are anticipated to be under budget by approximately (\$84K). This is associated with the City of Chicago not passing on any scheduled rate adjustments (\$112K) during the budget year.

Proposed FY 17

FY 17 revenues are budgeted to decrease below FY 17 levels by approximately (\$188K). Once again, this is primarily due to the City of Chicago not scheduling any rate adjustments until June 2017.

Total water revenues for FY 17 are budgeted at \$4,636,652. 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



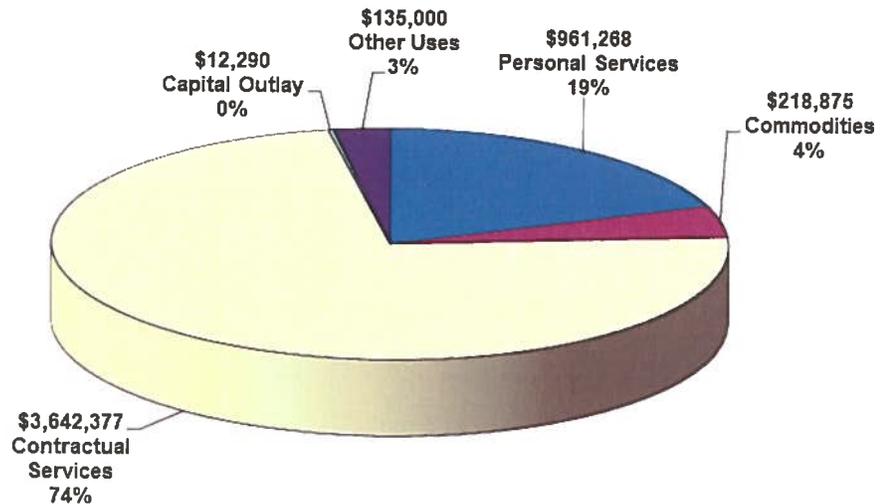
EXPENDITURES

Current FY 16 Estimated FY 16 expenditures are anticipated to be approximately (\$167K) less than budgeted. This is mainly attributable to savings in fuel (\$10K), lake water costs (\$55K), and the contingency line item not being utilized (\$100K).

Proposed FY 17 FY 17 water operating fund expenditures are proposed to decrease below FY 16 levels by approximately (\$92K). This is mainly attributable to the net effect of increases in personal services \$48K, engineering services \$23K and other contractual services \$13K and decreases in water costs (\$127K) and capital (\$63K).

Total water expenses are budgeted at \$4,969,810. 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 16

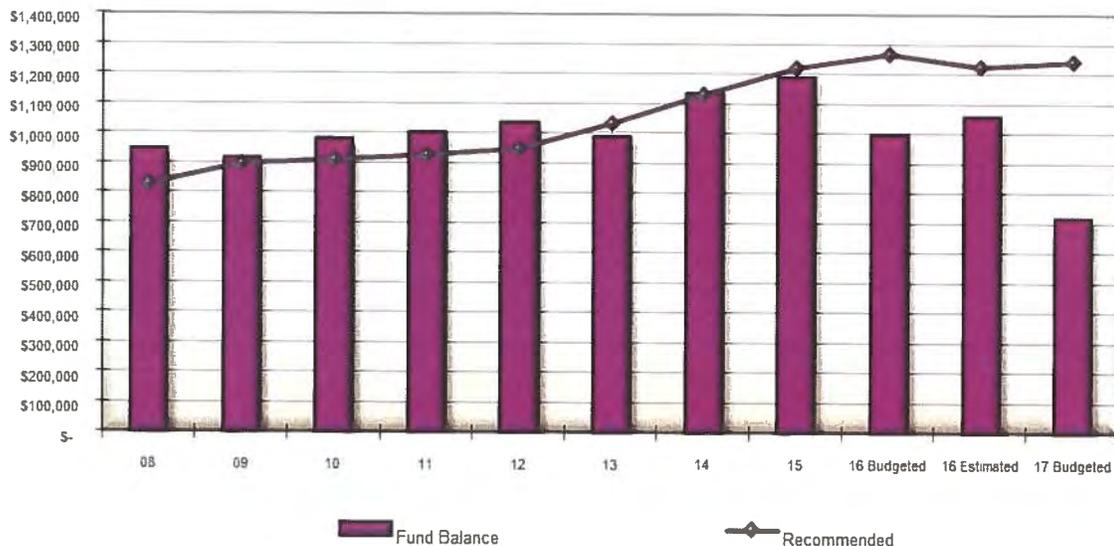
You will note the FY 16 Water Operating Fund estimated ending fund balance to be approximately \$1.053M. This is above the budgeted FY 16 balance by approximately \$59K. The rationale for this higher than projected year end cash position is as follows:

The actual FY 15 Year End Fund Balance was approximately (\$24K) below anticipated. Additionally, FY 16 revenues are anticipated to be (\$84K) below budget and FY 16 expenditures are forecasted to be below budget levels by approximately (\$167K).

Proposed FY 17

Below you will note the cash position of the Water Enterprise Fund for the last several budget cycles along with Proposed FY 17 levels. The proposed FY 17 year end balance is \$720K or 14.5% which is (\$333K) below the Board’s operating guideline 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 maintained 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. Prior to the FY 17 budget being presented for adoption, we became aware the City of Chicago will not be raising their water rates this year. We originally anticipated that the Chicago water rates would increase \$.12-\$.15/1000 gallons in June of 2016. Since the fund is showing signs of structural weakness we will now need to evaluate our operating cost components for potential rate adjustments prior to the next City of Chicago water rate increase.

Water Fund Balance Comparison
FY 08-17 Budgets



SIGNIFICANT GOALS FOR FY 16

1. Complete Village wide water main leak survey. (C/100%)
2. Paint 300 fire hydrants throughout the Village. (C/100%)
3. Inspect all new commercial buildings throughout the Village for proper sprinkler meter installations. (C/100%)
4. Provide “in-house” monthly safety training to all water department personnel. (Tool box talks). (C/100%)
5. Seal coat blacktop at various Pump Houses and Water Towers. (C/100%)
6. Replace Locks at Pump Houses, Plant & Lift Stations. (C/100%)
7. Exercise and Repair 50 older valves in Grasmere watermains. (C/100%)
8. Replace Fence at Well 2 on 191st Street. (D)
9. Replace Obstruction Lights on 3 water towers. (C/100%)
10. Replace Rectifier for Cathodic protection at East Water Tower. (C/100%)
11. Integrate new Meter Reader into meter reading program. (C/100%)

SIGNIFICANT GOALS FOR FY 17

1. Complete Lead & Copper testing for water distribution system.
2. Complete Village wide water main leak survey in spring.
3. Complete Village wide water main leak survey in fall.
4. Paint 300 fire hydrants throughout the Village.
5. Inspect all new commercial buildings throughout the Village for proper sprinkler meter installations, concentrating on lost water.
6. Provide “in-house” monthly safety training to all water department personnel. (Tool box talks).
7. Replace Fence at Well 2 on 191st Street.

8. Complete hydrant replacement for Walnut Lane.
9. Install selector switches at 3 water towers for security system.
10. Complete meter testing program to test older large meters.
11. Evaluate water distribution system meters for remote meter installations to 100%.
12. Evaluate meter reading equipment and software for replacement and upgrades.
13. Complete update of 2 SCADA water distribution system computers.
14. Seal Boulder Ridge meter vault.
15. Exterior cleaning and touch up of Francis Road and East water towers.
16. Replace diffuser/mixer on south water tower.
17. Install inserta-valves at Brightway & Pheasant Ridge water mains.
18. Complete valve replacements at Bonness Tower.

VILLAGE OF MOKENA
Fiscal 2017 Budget: Water Department
Summary

	<u>Actual</u> <u>Fiscal '14</u>	<u>Actual</u> <u>Fiscal '15</u>	<u>Budgeted</u> <u>Fiscal '16</u>	<u>Estimated</u> <u>Fiscal '16</u>	<u>Board App.</u> <u>Fiscal '17</u>
Revenues					
Charges for Service	\$ 4,389,901	4,441,565	4,805,211	4,707,871	4,625,093
Other Revenue	40,068	28,429	19,841	33,610	11,559
Total Revenue	\$ 4,429,969	4,469,994	4,825,052	4,741,481	4,636,652
Opening Fund Balance	\$ 1,374,685	1,359,600	1,230,767	1,206,329	1,053,236
Total Available for Spending	\$ 5,804,654	\$ 5,829,594	\$ 6,055,819	\$ 5,947,810	\$ 5,689,888
Appropriations					
Personal Services	\$ 838,353	904,549	913,059	926,622	961,268
Commodities	202,058	184,924	213,713	196,591	218,875
Contractual Services	3,287,940	3,471,865	3,723,996	3,661,815	3,642,377
Capital Outlay	81,703	26,927	75,940	74,546	12,290
Other Financing Uses	35,000	35,000	135,000	35,000	135,000
Total Appropriations	\$ 4,445,054	4,623,265	5,061,708	4,894,574	4,969,810
Ending Fund Balance	\$ 1,359,600	\$ 1,206,329	\$ 994,111	\$ 1,053,236	\$ 720,078

VILLAGE OF MOKENA						
Fiscal 2017 Budget: Water Department						
Revenue [16]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
260	Charges For Service					
2610	Water Sales	\$ 3,656,972	3,707,437	4,070,588	3,958,431	3,874,800
2640	Facility Charge	592,563	599,698	604,359	612,060	615,597
2660	Water Meter Installation	61,046	52,503	48,064	55,000	51,896
2690	Other Charges	79,320	81,927	82,200	82,380	82,800
	Total	\$ 4,389,901	4,441,565	4,805,211	4,707,871	4,625,093
290	Other Revenue					
2910	Interest Earnings	\$ 10,462	5,235	2,500	1,785	3,750
2917	Loss on Investments	-	(11,940)	-	-	-
2970	Miscellaneous Income	29,606	35,134	17,341	31,825	7,809
	Total	\$ 40,068	28,429	19,841	33,610	11,559
	Revenue Grand Total	\$ 4,429,969	4,469,994	4,825,052	4,741,481	4,636,652
	Opening Fund Balance	\$ 1,374,685	1,359,600	1,230,767	1,206,329	1,053,236
	Total Available for Spending	\$ 5,804,654	\$ 5,829,594	\$ 6,055,819	\$ 5,947,810	\$ 5,689,888

VILLAGE OF MOKENA						
Fiscal 2017 Budget: Water Department						
Appropriations [16-130]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
3010	Salaries (Full Time)	\$ 530,961	587,382	608,335	607,874	629,201
3020	Salaries (Part Time)	4,832	9,976	9,300	11,000	9,780
3030	Salaries (Overtime)	22,982	24,340	21,989	26,000	22,724
3040	Unemployment Contribution	1,596	875	1,146	677	866
3050	FICA Contribution	34,372	38,197	39,657	39,830	41,026
3051	Medicare Contribution	8,043	8,941	9,275	9,315	9,595
3060	Workmen's Compensation	26,547	23,049	15,769	15,656	17,816
3070	IMRF Contribution	77,238	84,870	88,308	89,570	94,268
3100	Hospital/Life Insurance	131,782	126,919	119,280	126,700	135,992
	Total	\$ 838,353	904,549	913,059	926,622	961,268
	<u>Commodities</u>					
3210	Office Supplies	\$ 2,317	2,490	2,600	2,300	2,600
3220	Postage	19,689	19,677	22,020	20,400	20,980
3230	Conferences, Mtgs. & Seminars	662	899	1,940	1,050	1,940
3240	Membership Dues	356	432	849	760	849
3250	Professional Development	-	50	908	13	908
3260	Publications	32	35	40	35	40
3270	Liability Insurance	19,674	17,603	16,653	16,653	17,148
3280	Clothing & Personal Expenses	2,626	3,174	3,850	3,200	4,200
3290	Printing	4,504	4,123	5,735	4,700	5,710
3300	Vehicle Expense (Gasoline)	21,683	16,135	22,000	12,500	21,500
3310	Maint. - Bldgs., Sts., & Grnds.	7,018	4,939	10,600	7,000	10,600
3320	Maint. - Vehicles & Motor Equip.	4,798	10,220	8,150	16,400	12,500
3330	Small Tools	113	1,359	2,165	1,700	2,950
3360	Repair Materials	7,244	7,987	18,320	11,500	17,870
3380	Stone & Sand	3,703	4,454	3,500	3,512	4,000
3410	Water Meters - New Construction	57,737	64,644	37,264	37,322	40,896
3411	Water Meters - Replacements	37,407	19,911	43,574	49,765	43,574
3440	Miscellaneous	911	170	650	250	575
3450	Public Relations	2,700	100	4,050	3,025	1,000
3460	Chemicals	1,695	1,445	3,000	1,500	2,000
3510	Equipment	6,769	5,002	5,595	2,800	7,035
3520	Furniture	420	75	250	206	-
	Total	\$ 202,058	184,924	213,713	196,591	218,875

VILLAGE OF MOKENA						
Fiscal 2017 Budget: Water Department						
Appropriations [16-130]						
		Actual	Actual	Budgeted	Estimated	Board App.
	Contractual Services	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
3610	Accounting Services	\$ 2,575	2,620	2,667	2,667	2,800
3620	Engineering Services	10,167	12,722	2,500	600	25,500
3630	Legal Services	-	22	750	75	500
3640	Physical Exams	-	82	100	253	300
3690	Computer Program./Maint.	15,273	27,330	32,199	21,526	38,894
3710	Legal Advertising	-	60	100	75	100
3750	Public Officials Ins./Bonding	-	-	75	63	-
3770	Electricity & Gas	63,671	72,377	69,000	71,000	71,640
3780	Telephone	18,994	21,159	22,150	23,000	24,016
3790	Comm./Office Machine Maint.	188	864	890	871	875
3840	Interfund Service Charge	80,335	80,335	80,335	80,335	80,335
3850	Leased Equipment	631	680	726	678	726
3860	Other Contractual Services	141,603	165,396	154,550	153,000	167,920
3870	Auto Mileage & Expense Reimb.	246	250	270	241	256
3890	Bond Principal	300,000	310,000	315,000	315,000	325,000
3900	Bond Interest	67,988	59,588	50,213	50,213	40,613
3910	Utility Deposit Refunds	-	-	100	-	100
3950	Contractual Payments	271,525	264,508	275,413	280,659	273,551
3960	Lake Water Costs	2,314,744	2,453,872	2,716,958	2,661,559	2,589,251
3961	Joint System Maintenance	-	-	-	-	-
	Total	\$ 3,287,940	3,471,865	3,723,996	3,661,815	3,642,377
	Total Operating Expenses	\$ 4,328,351	4,561,338	4,850,768	4,785,028	4,822,520
	Capital Outlay					
4020	Improvements - Other	\$ -	-	-	-	-
4030	Improvements - Facilities	-	-	-	-	-
4040	Machinery & Equipment	37,501	10,280	11,190	10,530	12,290
4050	Improvements & Extensions	-	-	-	-	-
4080	Vehicle Acquisition	44,202	16,647	64,750	64,016	-
4100	Office Furniture	-	-	-	-	-
	Total	\$ 81,703	26,927	75,940	74,546	12,290
	Other Financing Uses					
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	\$ 4,445,054	4,623,265	5,061,708	4,894,574	4,969,810

SEWER OPERATING FUND BUDGET SUMMARY

REVENUES

Current FY 16

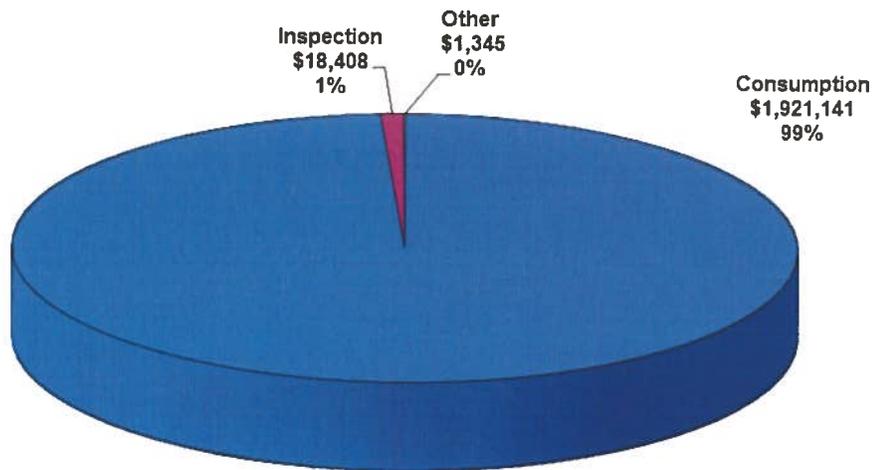
Estimated FY 16 revenues are anticipated to be more than budget by approximately \$9K. Customer billables were below projection (\$7K) and sewer inspections and miscellaneous income were both above projections \$16K.

Proposed FY 17

FY 17 revenues are budgeted to be more than FY 16 levels by approximately \$23K. This is mainly attributable to the second of a multi-tiered rate increase of \$.15/ 1,000 gallons \$31K.

Total Sewer Revenues for FY 16 are budgeted at \$1,940,894. 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



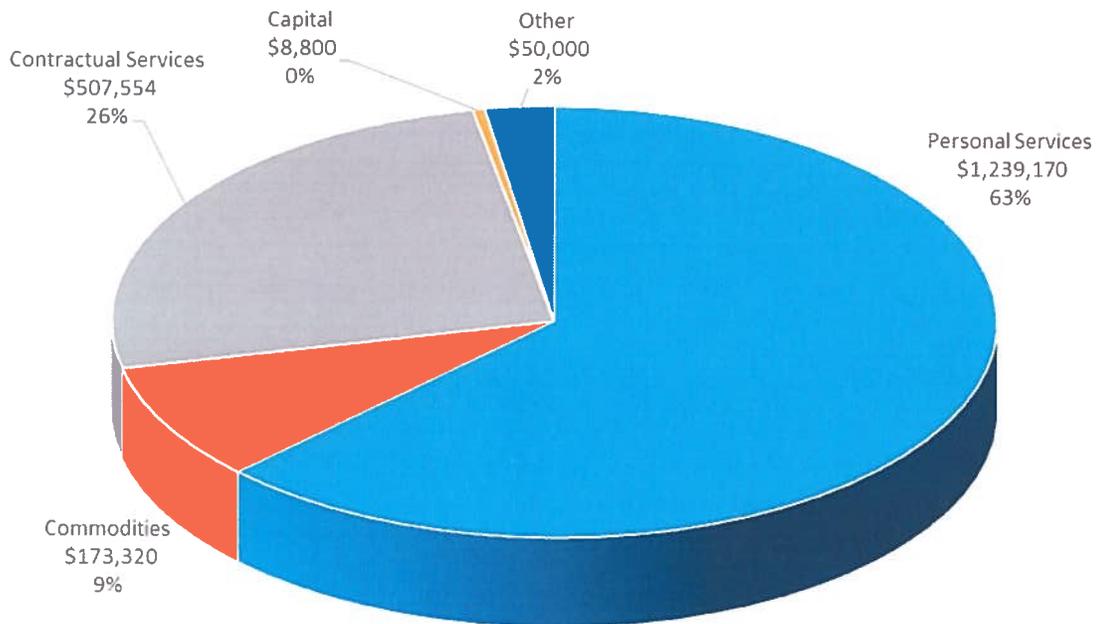
EXPENDITURES

Current FY 16 Estimated FY 16 expenditures are anticipated to be (\$135K) below budget. This is mainly attributable to a savings in fuel (\$10K), chemicals, (\$44K), electricity & gas (\$17K), and the contingency line item not being utilized (\$50K).

Proposed FY 17 FY 17 sewer fund expenditures are proposed to decrease below FY 16 budget levels by approximately (\$51K). This decrease is primarily due to chemicals (\$37K) and capital costs (\$86K).

Total FY 17 sewer expenses are budgeted at \$1,978,844. 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 16

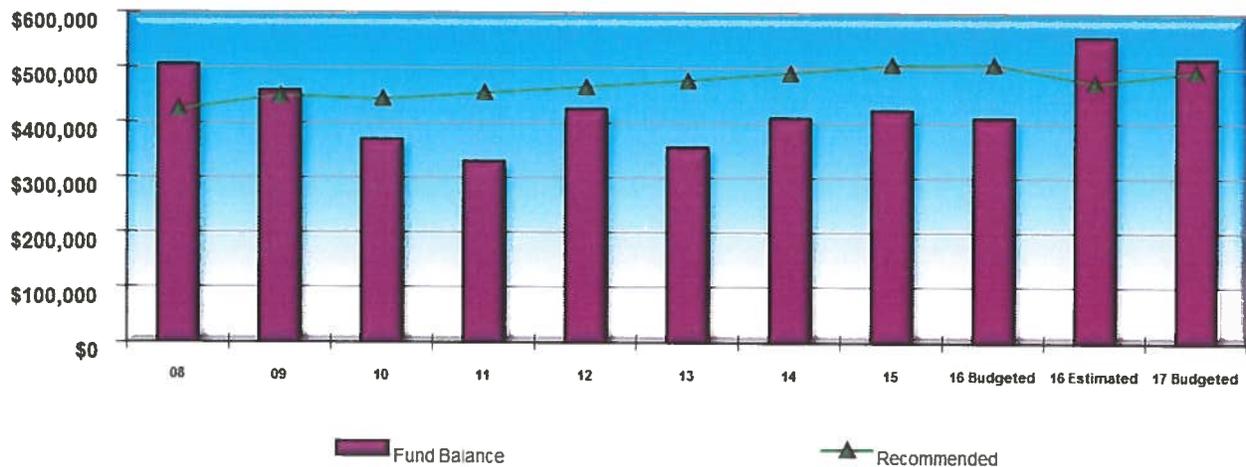
You will note the FY 16 Sewer Operating Fund estimated ending fund balance to be approximately \$554K. This is above the budgeted FY 16 balance by approximately \$146K. The rationale for this higher than projected year end cash position is as follows:

The Actual FY 15 Year End Fund Balance was approximately \$2K above anticipated. Additionally, FY 16 revenues are anticipated to be \$9K more than budgeted and FY 16 expenditures are forecasted to be below budget levels by approximately (\$135K).

Proposed FY 17

Below you will note the cash position of the Sewer Enterprise fund for the last several budget cycles along with Proposed FY 17 levels. This fund has been under constant pressure over the past few years. A rate adjustment was implemented in FY 16 with the second of a multi-tiered rate adjustment scheduled in FY 17 to help soften the flattening consumption trends. The Proposed FY 17 fund balance is \$516K or 26% which is \$22K higher than the Board’s operating guideline of maintaining 25% of the annual expenditures in each major fund. This fund will still need monitoring as we move forward.

**Sewer Fund Balance Comparison
FY 08-17**



SIGNIFICANT GOALS FOR FY 16

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 by staff in FY16. **(C/100%)**
3. Vacuum, jet, and clean grease from wet wells at (6) lift stations & Plant. **(C/100%)**
4. Closely monitor WWTP flows and re-evaluate anticipated timeline for future capacity expansion. **(C/100%)**
5. Complete replacement of sludge drying process. **(D 50%)**
6. Provide “in-house” monthly safety training to all sewer department personnel. (Tool Box talks). **(C/100%)**
7. Bid for contractor to reline manholes based on the ongoing capital inventory, inspection and repair program for infiltration. **(C/100%)**
8. Smoke testing of sanitary sewers in Grasmere. **(C/100%)**
9. Update the sewer atlas. **(C/100%)**
10. Replace Lighting Building 17. **(C/100%)**
11. Replace EPA Compatible Lab Software. **(C/100%)**
12. Replace Transducers at Tara Hills & Tall Grass lift stations. **(C/100%)**
13. Lift Station Pump at Forestview lift station. **(C/100%)**

SIGNIFICANT GOALS FOR FY 17

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 FY17.
3. Vacuum, jet, and clean grease from wet wells at (6) lift stations & Plant.

4. Closely monitor WWTP flows and re-evaluate anticipated timeline for future capacity expansion.
5. Complete installation of centrifuge system at WWTP.
6. Provide “in-house” monthly safety training to all sewer department personnel. (Tool Box talks).
7. Bid for contractor to reline manholes based on the ongoing capital inventory, inspection and repair program for infiltration (year 2).
8. Smoke testing of sanitary sewers in Grasmere and Marilyn Estates.
9. Replace lighting in building 20 at WWTP.
10. Complete Wolf Road lift station controls update.
11. Complete operation needs review engineering.
12. Renew Illinois Environmental Protection Agency WWTP operation permit.
13. Complete phosphate removal options for new WWTP permit.
14. Replace transducers at Union Ditch & Whisper Creek lift stations.
15. Replace lift station pumps at Brightway & Tall Grass lift stations.
16. Replace Generator Battery Back-up at Administration Building.

VILLAGE OF MOKENA
Fiscal 2017 Budget: Sewer Department
Summary

	Actual	Actual	Budgeted	Estimated	Board App.
Revenues	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
Charges for Service	\$ 1,859,163	1,838,793	1,908,973	1,910,203	1,939,549
Other Revenue	20,390	18,425	8,445	16,370	1,345
Total Revenue	\$ 1,879,553	1,857,218	1,917,418	1,926,573	1,940,894
Opening Fund Balance	\$ 586,172	603,949	521,029	523,182	554,454
Total Available for Spending	\$ 2,465,725	\$ 2,461,167	\$ 2,438,447	\$ 2,449,755	\$ 2,495,348
Appropriations	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
Personal Services	\$ 1,083,545	1,156,699	1,182,147	1,186,391	1,239,170
Commodities	250,057	232,764	205,143	147,135	173,320
Contractual Services	444,464	499,288	497,490	466,552	507,554
Capital Outlay	83,710	49,234	95,250	95,223	8,800
Other Financing Uses	-	-	50,000	-	50,000
Total Appropriations	\$ 1,861,776	1,937,985	2,030,030	1,895,301	1,978,844
Ending Fund Balance	\$ 603,949	523,182	408,417	554,454	516,504

VILLAGE OF MOKENA						
Fiscal 2017 Budget: Sewer Department						
Revenue [16]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
260	Charges For Service					
2620	Sewer Charges	\$ 1,829,427	1,812,951	1,890,211	1,882,913	1,921,141
2680	Sewer Inspection Fees	29,736	25,842	18,762	27,290	18,408
	Total	\$ 1,859,163	1,838,793	1,908,973	1,910,203	1,939,549
290	Other Revenue					
2910	Interest Earnings	\$ 4,618	1,665	800	570	1,200
2917	Loss on Investments	-	(5,117)	-	-	-
2940	Interfund Revenue - (From)					
	A. Escrow - 187th & Wolf Utility	-	-	-	-	-
2970	Miscellaneous Income	15,772	21,877	7,645	15,800	145
	Total	\$ 20,390	18,425	8,445	16,370	1,345
	Revenue Grand Total	\$ 1,879,553	1,857,218	1,917,418	1,926,573	1,940,894
	Opening Fund Balance	\$ 586,172	603,949	521,029	523,182	554,454
	Total Available for Spending	\$ 2,465,725	\$ 2,461,167	\$ 2,438,447	\$ 2,449,755	\$ 2,495,348

VILLAGE OF MOKENA
Fiscal 2017 Budget: Sewer Department
Appropriations [16-131]

		Actual	Actual	Budgeted	Estimated	Board App.
	Personal Services	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
3010	Salaries (Full Time)	\$ 697,960	759,525	788,390	786,907	814,695
3020	Salaries (Part Time)	4,832	9,977	9,300	11,000	9,780
3030	Salaries (Overtime)	22,981	24,340	21,989	26,000	22,724
3040	Unemployment Contribution	2,066	1,085	1,471	856	1,109
3050	FICA Contribution	44,440	48,603	50,820	51,040	52,526
3051	Medicare Contribution	10,398	11,374	11,885	11,937	12,284
3060	Workmen's Compensation	31,246	27,129	18,560	18,427	20,969
3070	IMRF Contribution	100,242	108,496	113,534	115,060	121,091
3100	Hospital/Life Insurance	169,380	166,170	166,198	165,164	183,992
	Total	\$ 1,083,545	1,156,699	1,182,147	1,186,391	1,239,170
	Commodities					
3210	Office Supplies	\$ 2,322	2,490	2,600	2,300	2,600
3220	Postage	18,487	19,921	21,020	19,775	19,980
3230	Conferences, Mtgs. & Seminars	671	716	1,860	900	1,910
3240	Membership Dues	127	200	354	313	359
3250	Professional Development	-	-	908	13	908
3260	Publications	33	35	40	35	40
3270	Liability Insurance	33,212	29,715	28,111	28,111	28,948
3280	Clothing & Personal Expenses	2,569	3,261	3,850	3,200	4,250
3290	Printing	4,020	3,780	5,235	4,200	5,210
3300	Vehicle Expense (Gasoline)	20,439	15,805	22,000	12,200	21,000
3310	Maint. - Bldgs., Sts., & Grnds.	11,187	15,968	15,200	15,000	17,200
3320	Maint. - Vehicles & Motor Equip.	5,716	7,645	7,500	11,300	9,900
3330	Small Tools	594	1,785	1,100	170	1,900
3360	Repair Materials	158	1,987	2,000	1,500	2,000
3370	Janitorial Supplies	2,992	2,630	3,500	2,500	3,500
3380	Stone & Sand	982	378	1,000	1,412	1,500
3440	Miscellaneous	873	170	650	300	575
3460	Chemicals	143,210	122,101	84,250	40,000	46,850
3510	Equipment	2,044	4,102	3,715	3,700	4,690
3520	Furniture	421	75	250	206	-
	Total	\$ 250,057	232,764	205,143	147,135	173,320

VILLAGE OF MOKENA						
Fiscal 2017 Budget: Sewer Department						
<u>Appropriations [16-131]</u>						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Contractual Services</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
3610	Accounting Services	\$ 2,210	2,250	2,290	2,290	2,405
3620	Engineering Services	19,742	16,400	10,000	9,500	500
3630	Legal Services	-	22	250	75	250
3640	Physical Exams	-	82	100	169	100
3690	Computer Program./Maint.	15,273	19,987	22,199	19,500	23,894
3700	Sludge Removal	63,888	58,806	64,810	57,000	62,210
3710	Legal Advertising	-	60	100	-	100
3750	Public Officials Ins./Bonding	-	-	75	63	-
3770	Electricity & Gas	181,385	213,939	214,600	198,000	222,684
3780	Telephone	5,460	6,185	6,720	5,800	6,834
3790	Comm./Office Machine Maint.	188	864	870	871	875
3840	Interfund Service Charge	80,335	80,335	80,335	80,335	80,335
3850	Leased Equipment	631	680	726	678	726
3860	Other Contractual Services	75,116	99,428	92,510	92,000	104,750
3870	Auto Mileage & Expense Reimb.	236	250	270	271	256
3890	Bond Principal	-	-	-	-	-
3900	Bond Interest	-	-	-	-	-
3950	Contractual Payments	-	-	1,635	-	1,635
	Total	\$ 444,464	499,288	497,490	466,552	507,554
	Total Operating Expenses	\$ 1,778,066	1,888,751	1,884,780	1,800,078	1,920,044
	<u>Capital Outlay</u>					
4030	Improvements - Facilities	\$ -	-	-	-	-
4040	Machinery & Equipment	39,507	32,587	30,500	31,207	8,800
4050	Improvements & Extensions	-	-	-	-	-
4080	Vehicle Acquisition	44,203	16,647	64,750	64,016	-
4100	Office Furniture	-	-	-	-	-
	Total	\$ 83,710	49,234	95,250	95,223	8,800
	<u>Other Financing Uses</u>					
4280	Contingencies	\$ -	-	50,000	-	50,000
5000	Transfer - Out					
	A. Plant Replacement Fund	-	-	-	-	-
	B. Plant Expansion Fund	-	-	-	-	-
	Total	\$ -	-	50,000	-	50,000
	Total Appropriations	\$ 1,861,776	1,937,985	2,030,030	1,895,301	1,978,844

MUNICIPAL PARKING LOT FUND

Fiscal Year 17

SUMMARY OF BASIC FUNCTION

The Front Street lot (located just east of Wolf Road between Front and McGovney Streets) provides approximately 190 daily 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.)

STATUS OF GOALS FOR FY 16

1. Reseal and restripe Willowcrest Metra Lot. (C/100%)
2. Replace four parking lot lights at Hickory Creek Lot. (C/100%)
3. Complete landscape retaining wall at McGovney Station. (C/100%)
4. Resurface and restripe McGovney Street Metra Lot. (C/100%)

SIGNIFICANT GOALS FOR FY 17

1. Reseal and restripe Village Hall Metra Lot.
2. Replace four parking lot lights at Hickory Creek Lot.
3. Adjust and pave around 4 manholes at Hickory Creek Metra Lot.

VILLAGE OF MOKENA

Fiscal 2017 Budget: Municipal Parking Lot Fund

Summary

	Actual	Actual	Budgeted	Estimated	Board App.
Revenues	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
Charges for Service	\$ 290,965	318,332	304,150	329,755	315,595
Other Revenue	1,753	1,298	1,040	1,240	1,475
Total Revenue	\$ 292,718	319,630	305,190	330,995	317,070
Opening Fund Balance	\$ 80,227	61,870	105,463	122,905	169,413
Total Available for Spending	\$ 372,945	381,500	410,653	453,900	486,483
Appropriations	Actual	Actual	Budgeted	Estimated	Board App.
	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
Personal Services	\$ 128,317	111,600	115,122	110,369	118,564
Commodities	10,411	4,979	14,000	12,200	14,000
Contractual Services	172,347	142,016	139,969	117,706	141,169
Capital Outlay	-	-	45,300	44,212	12,000
Other Financing Uses	-	-	-	-	-
Total Appropriations	\$ 311,075	258,595	314,391	284,487	285,733
Ending Fund Balance	\$ 61,870	122,905	96,262	169,413	200,750

VILLAGE OF MOKENA
Fiscal 2017 Budget: Municipal Parking Lot Fund

Revenue [17]

		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
260	Charges for Service					
2630	Parking Fees	\$ 290,965	318,332	304,150	329,755	315,595
290	Other Revenue					
2910	Interest Earnings	\$ 751	298	40	240	475
2970	Miscellaneous Income	1,002	1,000	1,000	1,000	1,000
	Total	\$ 1,753	1,298	1,040	1,240	1,475
	Revenue Grand Total	\$ 292,718	319,630	305,190	330,995	317,070
	Opening Fund Balance	\$ 80,227	61,870	105,463	122,905	169,413
	Total Available for Spending	\$ 372,945	381,500	410,653	453,900	486,483

VILLAGE OF MOKENA						
Fiscal 2017 Budget: Municipal Parking Lot Fund						
Appropriations [17-132]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Personal Services</u>	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
3010	Salaries (Full Time)	\$ 67,856	40,461	42,831	42,528	44,820
3020	Salaries (Part Time)	21,251	34,078	36,361	33,820	36,784
3030	Salaries (Overtime)	1,662	1,909	1,715	790	1,236
3040	Unemployment Contribution	412	368	347	235	260
3050	FICA Contribution	5,511	4,662	5,016	4,785	5,136
3051	Medicare Contribution	1,289	1,090	1,173	1,120	1,201
3060	Workmen's Compensation	6,813	5,915	4,047	4,018	4,572
3070	IMRF Contribution	9,581	10,492	11,335	10,750	11,979
3100	Hospital/Life Insurance	13,942	12,625	12,297	12,323	12,576
	Total	\$ 128,317	111,600	115,122	110,369	118,564
	<u>Commodities</u>					
3280	Clothing & Personal Expenses	\$ 1,788	491	1,400	1,500	1,400
3310	Maint: Bldgs., Sts., & Grnds.	7,285	3,348	11,050	10,000	11,050
3340	Traffic & Street Sign Material	1,300	1,140	1,500	700	1,500
3440	Miscellaneous	38	-	50	-	50
	Total	\$ 10,411	4,979	14,000	12,200	14,000
	<u>Contractual Services</u>					
3610	Accounting Services	\$ 305	310	315	315	330
3620	Engineering Services	-	-	-	25	-
3710	Legal Advertising	306	120	150	96	150
3760	Street Lighting - Energy Charge	6,580	7,249	6,000	7,560	7,862
3780	Telephone	611	578	630	786	828
3840	Interfund Service Charge	75,324	75,324	75,324	75,324	75,324
3860	Other Contractual Services	82,126	52,808	52,950	30,000	52,075
3890	Bond Principal	-	-	-	-	-
3900	Bond Interest	-	-	-	-	-
3950	Contractual Payments	7,095	5,627	4,600	3,600	4,600
	Total	\$ 172,347	142,016	139,969	117,706	141,169
	<u>Capital Outlay</u>					
4020	Improvements: Other	\$ -	-	45,300	44,212	12,000
4040	Machinery & Equipment	-	-	-	-	-
4080	Vehicle Acquisitions	-	-	-	-	-
	Total	\$ -	-	45,300	44,212	12,000
	<u>Other Financing Uses</u>					
5000	Transfer - Out	\$ -	-	-	-	-
	Total Appropriations	\$ 311,075	258,595	314,391	284,487	285,733

VILLAGE OF MOKENA						
Fiscal 2017 Budget: Sewer System Capital Improvement Fund						
Revenue [19]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
254	Exaction Fees					
2560	Contributions	\$ -	-	-	-	-
260	Charges for Service					
2650	Tap-On Fees	\$ 233,074	200,287	166,959	261,963	150,676
290	Other Revenue					
2910	Interest Earnings	\$ 11,557	5,697	2,100	2,100	1,500
	Revenue Grand Total	\$ 244,631	205,984	169,059	264,063	152,176
	Opening Fund Balance	\$ 1,153,201	1,378,125	1,528,096	1,559,290	1,560,676
	Total Available for Spending	\$ 1,397,832	1,584,109	1,697,155	1,823,353	1,712,852
Appropriations [19-140]						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
	Contractual Services					
3620	Engineering Services	\$ 19,707	11,302	235,000	100,000	81,400
3630	Legal Services	-	-	-	696	-
3710	Legal Advertising	-	-	-	76	-
	Total	\$ 19,707	11,302	235,000	100,772	81,400
	Capital Outlay					
4030	Improvements - Facilities	\$ -	-	-	-	-
4040	Machinery & Equipment	-	-	1,000,000	117,045	808,000
4050	Improvements & Extensions	-	13,517	85,000	44,860	85,000
4080	Vehicle Acquisition	-	-	-	-	-
	Total	\$ -	13,517	1,085,000	161,905	893,000
	Other Financing Uses					
4280	Contingencies	\$ -	-	50,000	-	50,000
5000	Transfer - Out					
	A. To Plant Expansion Fund	-	-	-	-	-
	Total	\$ -	-	50,000	-	50,000
	Total Appropriations	\$ 19,707	24,819	1,370,000	262,677	1,024,400

VILLAGE OF MOKENA

Fiscal 2017 Budget: Water System Capital Improvement Fund

Summary

	Actual Fiscal '14	Actual Fiscal '15	Budgeted Fiscal '16	Estimated Fiscal '16	Board App. Fiscal '17
Revenues					
Exaction Fees	\$ -	-	-	-	-
Charges for Service	699,220	600,862	500,876	784,727	452,027
Other Revenue	15,763	69,699	3,100	3,100	3,400
Total Revenue	\$ 714,983	670,561	503,976	787,827	455,427
Opening Fund Balance	\$ 1,572,215	1,647,776	2,107,041	2,247,683	2,654,206
Total Available for Spending	\$ 2,287,198	2,318,337	2,611,017	3,035,510	3,109,633
Appropriations					
Contractual Services	\$ 40,660	20,654	19,350	11,989	-
Capital Outlay	548,762	-	258,300	269,315	34,800
Other Financing Uses	50,000	50,000	150,000	100,000	445,000
Total Appropriations	\$ 639,422	70,654	427,650	381,304	479,800
Ending Fund Balance	\$ 1,647,776	2,247,683	2,183,367	2,654,206	2,629,833

VILLAGE OF MOKENA						
Fiscal 2017 Budget: Water System Capital Improvement Fund						
<u>Revenue [20]</u>						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
254	Exaction Fees					
2560	Contributions	\$ -	-	-	-	-
260	Charges for Service					
2650	Tap-On Fees	\$ 699,220	600,862	500,876	784,727	452,027
290	Other Revenue					
2910	Interest Earnings	\$ 15,763	6,678	3,100	3,100	3,400
1917	Loss on Investments	-	(5,566)	-	-	-
2970	Miscellaneous Income	-	68,587	-	-	-
	Total	\$ 15,763	69,699	3,100	3,100	3,400
	Revenue Grand Total	\$ 714,983	670,561	503,976	787,827	455,427
	Opening Fund Balance	\$ 1,572,215	1,647,776	2,107,041	2,247,683	2,654,206
	Total Available for Spending	\$ 2,287,198	2,318,337	2,611,017	3,035,510	3,109,633
<u>Appropriations [20-141]</u>						
		Actual	Actual	Budgeted	Estimated	Board App.
		Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
	Contractual Services					
3620	Engineering Services	\$ 40,564	20,654	19,350	11,989	-
3630	Legal Services	-	-	-	-	-
3710	Legal Advertising	96	-	-	-	-
	Total	\$ 40,660	20,654	19,350	11,989	-
	Capital Outlay					
4050	Improvements & Extensions	\$ 548,762	-	258,300	269,315	34,800
4060	Land Acquisition	-	-	-	-	-
	Total	\$ 548,762	-	258,300	269,315	34,800
	Other Financing Uses					
4280	Contingencies	\$ -	-	50,000	-	50,000
5000	Transfer - Out					
	A. Trf. to Escrow for Water Imp.	50,000	50,000	100,000	100,000	395,000
	B. Trf. to General Fund for Capital	-	-	-	-	-
	Total	\$ 50,000	50,000	150,000	100,000	445,000
	Total Appropriations	\$ 639,422	70,654	427,650	381,304	479,800

SEWER PLANT REPLACEMENT FUND

Fiscal Year 17

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 \$795K+/- with anticipated average annual replacement costs of approximately \$75K+/- per year over the next eight years.



Notable expenditures for FY 17 are:

- Provides for replacement of raw pump at WWTP \$18K
- Provides for replacement of backwash pump at WWTP. \$9.5K
- Provides for replacement of Aerator Blower at WWTP. \$60K
- Provides for replacement of rooftop air handler at WWTP. \$6.7K

VILLAGE OF MOKENA
Fiscal 2017 Budget: Sewer Plant Replacement Fund
Summary

	Actual	Actual	Budgeted	Estimated	Board App.
Revenues	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
Other Revenue	\$ 3,375	(20,855)	200	1,200	1,200
Total Revenue	\$ 3,375	(20,855)	200	1,200	1,200
Opening Fund Balance	\$ 968,620	897,730	833,130	826,680	794,906
Total Available for Spending	\$ 971,995	876,875	833,330	827,880	796,106
Appropriations	Fiscal '14	Fiscal '15	Fiscal '16	Fiscal '16	Fiscal '17
Contractual Services	\$ -	-	-	-	-
Capital Outlay	74,265	50,195	80,500	32,974	94,200
Other Financing Uses	-	-	50,000	-	50,000
Total Appropriations	\$ 74,265	50,195	130,500	32,974	144,200
Ending Fund Balance	\$ 897,730	826,680	702,830	794,906	651,906

SEWER PLANT EXPANSION FUND

Fiscal Year 17

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 \$5M being earmarked for the pending plant expansion. Currently, Village staff is monitoring average daily flows to maintain a projected timeline for needed capacity expansion. The only expenditure in this fund during FY 17 is planning services for phosphorus removal.



VILLAGE OF MOKENA						
Fiscal 2017 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 '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
254	Exaction Fees					
2560	Contributions	\$ -	-	-	-	-
290	Other Revenue					
2900	Proceeds - Sale of Property	\$ -	-	-	-	-
2910	Interest Earnings	35,134	15,031	8,000	7,450	8,000
2917	Loss on Investments	-	(79,621)	-	-	-
2940	Interfund Revenue - (From)					
	A. Sewer Department	-	-	-	-	-
	B. Sewer System Capital Imp.	-	-	-	-	-
	Total	\$ 35,134	(64,590)	8,000	7,450	8,000
	Revenue Grand Total	\$ 35,134	(64,590)	8,000	7,450	8,000
	Opening Fund Balance	\$ 6,104,222	5,562,056	5,387,536	5,334,996	5,315,170
	Total Available for Spending	\$ 6,139,356	5,497,466	5,395,536	5,342,446	5,323,170
<u>Appropriations [22-143]</u>						
		<u>Actual</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Estimated</u>	<u>Board App.</u>
		<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
	Commodities					
3440	Miscellaneous	\$ -	-	-	-	-
	Contractual Services					
3620	Engineering Services	\$ 18,972	3,400	-	-	29,800
3630	Legal Services	-	-	-	276	-
3710	Legal Advertising	207	-	-	-	-
	Total	\$ 19,179	3,400	-	276	29,800
	Capital Outlay					
4030	Improvements - Facilities	\$ 558,121	159,070	-	27,000	-
4060	Land Acquisition	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Total	\$ 558,121	159,070	-	27,000	-
	Other Financing Uses					
4280	Contingencies	\$ -	-	50,000	-	50,000
	Total Appropriations	\$ 577,300	162,470	50,000	27,276	79,800
			120			

CAPITAL IMPROVEMENT, REPAIR, AND REPLACEMENT FUND

Fiscal Year 17

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 17 are:

1	Provides funding for annual full-depth patching projects	\$80K
2	Provides funding for Wolf Road patching	\$75K
3	Provides funding for annual sidewalk and other concrete rehabilitation projects	\$94K
4	Provides for material testing of road projects	\$8K
5	Provides for structural street light repairs	\$25K
6	Provides for maintenance/drainage of Lake Everett	\$20K
7	Provides funding for the FY 17 road maintenance program *	\$1.087M
8	Provides for construction related services for the road maintenance program.	\$21.7K
9	Provides for Rt. 30 Phase II (utility adjustments, bike path/sidewalk, Owens Road signals) engineering and construction	\$13.8K
10	Provides for (1) bridge inspection	\$1.7K
11	Provides for engineering for Phase II of the 80 th Avenue and 191 st Street Intersection	\$15K
12	Provides for maintenance to Wolf Road bridge over Hickory Creek	\$20K
13	Provides for maintenance of quiet zone (4 crossings)	\$5K
14	Provides for Emerald Ash Borer program	\$158K
15	Provides for noise mitigation along the CN Rail line adjacent to Mokena	\$4.7K
16	Provides for principal and interest payments on debt service for road improvements	\$636.7K
17	Provides for lake water joint system maintenance contingent repair costs shared by Mokena and New Lenox	\$35K
18	Provides for contractual obligation to Oak Lawn for upstream improvements	\$46.3K
19	Provides for repaving of entrance and south area of Village Garage parking lot	\$91K
20	Provides for repaving of parking area at ESDA building on Front Street	\$21K

* FY 17 Road Maintenance Program

MARLEY CREEK SUBDIVISION

Camden Court
 Dickens Drive London Lane
 Dilber Bay
 Jacob Drive

CREEKVIEW WEST SUBDIVISION

197TH Street
 Westminster Drive
 Kensington Drive
 Buckingham Drive
 Wembley Drive
 Victorian Drive

TOTAL 4.01 Miles

QUAILS CROSSING

Quail Drive
 Kestral Avenue
 Dove Avenue
 188th Place

CENTRAL MOKENA

Revere Road
 Union Street

GREENVIEW

Greenview Avenue
 Roberts Street
 197th Street

VILLAGE OF MOKENA						
Fiscal 2017 Budget: Capital Improvement, Repair & Replacement Fund						
Revenue [23]						
		Actual	Actual	Budgeted	Estimated	Board App.
	<u>Project Name</u>	<u>Fiscal '14</u>	<u>Fiscal '15</u>	<u>Fiscal '16</u>	<u>Fiscal '16</u>	<u>Fiscal '17</u>
	Municipal Parking Facilities					
2560	Contributions	\$ -	-	-	-	-
2910	Interest Earnings	26	100	25	190	270
2940	Interfund Revenue - (From)					
	A. General Fund - Street Dept.	950,000	-	-	-	-
	Subtotal	\$ 950,026	100	25	190	270
	Water Improvements					
2560	Contributions	\$ -	-	-	-	-
2570	Recaptures	-	-	-	-	-
2900	Proceeds - Sale of Property	-	-	-	-	-
2910	Interest Earnings	7,201	2,868	1,370	2,080	3,180
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	100,000	100,000	395,000
	C. General Fund	-	250,000	-	-	-
2950	Bond Proceeds	-	-	-	-	-
2970	Miscellaneous Income	-	-	-	-	-
	Subtotal	\$ 92,201	337,868	136,370	137,080	433,180
	Municipal Facilities					
2450	Capital Grant	\$ -	-	-	-	-
2560	Contributions	400	188,886	-	31,785	15,000
2910	Interest Earnings	22	57	35	260	575
2940	Interfund Revenue - (From)					
	A. General Fund - Bldgs & Grnds	100,000	-	-	100,000	-
	B. Performance Bond Fund	-	-	-	-	-
	Subtotal	\$ 100,422	188,943	35	132,045	15,575

VILLAGE OF MOKENA

Fiscal 2017 Budget: Capital Improvement, Repair & Replacement Fund

Revenue [23]

	Actual Fiscal '14	Actual Fiscal '15	Budgeted Fiscal '16	Estimated Fiscal '16	Board App. Fiscal '17
Project Name					
General Infrastructure					
2030 Sales Tax	\$ 1,653,058	1,787,349	1,849,469	1,919,521	2,004,722
2450 Capital Grants	-	-	-	-	-
2560 Contributions	147,000	487,743	45,000	88,548	81,100
2570 Recapture	-	7,107	-	-	-
2900 Proceeds - Sale of Property	-	-	-	-	-
2910 Interest Earnings	17,779	11,645	1,500	4,415	10,100
2940 Interfund Revenue - (From)					
A. General Fund - Street Dept.	325,000	930,000	-	900,000	-
2950 Proceeds - Bond Sale	-	-	-	-	-
2955 Bond Issuance Premium	-	-	-	-	-
2970 Miscellaneous Income	-	-	-	-	-
Subtotal	\$ 2,142,837	3,223,844	1,895,969	2,912,484	2,095,922
Revenue Grand Total	\$ 3,285,486	3,750,755	2,032,399	3,181,799	2,544,947
Opening Fund Balance	\$ 5,073,025	5,347,754	4,473,074	4,536,362	4,876,841
Total Available for Spending	\$ 8,358,511	9,098,509	6,505,473	7,718,161	7,421,788

VILLAGE OF MOKENA						
Fiscal 2017 Budget: Capital Improvement, Repair & Replacement Fund						
Appropriations [23-144]						
	<u>Project Name</u>	<u>Actual</u> <u>Fiscal '14</u>	<u>Actual</u> <u>Fiscal '15</u>	<u>Budgeted</u> <u>Fiscal '16</u>	<u>Estimated</u> <u>Fiscal '16</u>	<u>Board App.</u> <u>Fiscal '17</u>
	Municipal Parking Facilities					
3620	Engineering Services	\$ -	4,231	-	476	-
3630	Legal Services	-	3,234	-	-	-
4010	Improvements - Streets & Alleys	-	-	-	-	-
4030	Improvements - Facilities	141,563	19,850	-	-	-
4060	Land Acquisition	-	941,965	-	-	-
	Subtotal	\$ 141,563	969,280	-	476	-
	Water Improvements					
3620	Engineering Services	\$ -	-	-	-	-
3890	Bond Principal	-	-	-	-	-
3900	Bond Interest	-	-	-	-	-
3950	Contractual Payments	558,939	35,628	84,001	54,379	46,288
3961	Joint System Maintenance	4,307	36,034	35,000	6,048	35,000
4050	Improvements & Extensions	-	-	-	-	-
4060	Land Acquisition	-	-	-	-	-
	Subtotal	\$ 563,246	71,662	119,001	60,427	81,288
	Municipal Facilities					
3620	Engineering Services	\$ -	-	-	-	-
4030	Improvements - Facilities	-	272,937	20,000	-	111,000
4040	Machinery & Equipment	-	-	-	-	-
4060	Land Acquisition	-	-	-	-	-
4100	Office Furniture	-	-	-	-	-
	Subtotal	\$ -	272,937	20,000	-	111,000
	General Infrastructure					
3620	Engineering Services	\$ 49,936	17,645	98,040	20,294	40,232
3860	Other Contractual Services	1,928	1,928	3,250	3,228	3,450
3890	Bond Principal	505,000	520,000	530,000	530,000	525,000
3900	Bond Interest	135,250	130,125	122,225	122,225	111,675
3901	Bond Issuance Costs	-	-	-	-	-
3950	Contractual Payments	-	-	-	-	-
4010	Improvements - Streets & Alleys	1,609,164	2,573,856	2,199,660	2,100,000	1,583,750
4030	Improvements - Facilities	-	-	-	-	-
4050	Improvements & Extensions	4,670	4,714	4,670	4,670	4,670
4060	Land Acquisition	-	-	-	-	-
4300	Payment to Escrow Agent	-	-	-	-	-
	Subtotal	\$ 2,305,948	3,248,268	2,957,845	2,780,417	2,268,777
	Total Appropriations	\$ 3,010,757	4,562,147	3,096,846	2,841,320	2,461,065

FISCAL 2017 TRANSFERS

Fund From	Fund To	Purpose	Amount
Performance Bond	General	Transfer Interest Earnings	\$ 1,200
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	395,000
TOTALS			\$712,183

**BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, February 8, 2016**

CALL TO ORDER

Mayor Fleischer called the Board of Trustees Work Session to order at 8:24 p.m.

ROLL CALL

The following Trustees were present:

- Jim Richmond
- Debbie Engler
- Joe Budzyn
- George Metanias

Absent were Trustees Joe Siwinski and John Mazzorana.

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

FY 17 Budget

Village Administrator John Tomaszoski presented for discussion the FY 17 budget items including roads, infrastructure and the EAB program.

Budget Work Session FY 17

FEBRUARY 8, 2016

Village's Financial Practices

1. We have worked hard to curb costs while focusing on the most important traditional services.
2. We are fortunate to have control over our financial destiny and be able to survive changes we have no control over, i.e. the State's ongoing financial problems.
3. We should maintain a strong cash position and resist the urge to spend money because it is available.
4. Utilization of cash should be:
 - ✓ Well thought
 - ✓ Serve established objectives
 - ✓ Not create any long term or ongoing financial obligations

Tonight's Topics

1. MFT Fund Overview
2. Road Rehabilitation Program
3. Infrastructure Maintenance Projects
4. Other Projects

1. MFT FUND SUMMARY

MFT Trends Snow Removal/Revenues

- Snow removal costs are projected to be on the decline for FY 16 and FY 17
- Based on salt prices dropping from \$87.50/ton in FY 15 to \$55.41/ton in FY 16
- Due to milder winter, overtime costs are down as well

Fiscal Year	Cost
FY 2010	\$342,900
FY 2011	\$327,300
FY 2012	\$218,500
FY 2013	\$207,000
FY 2014	\$313,000
FY 2015	\$423,000
FY 2016 Budgeted	\$463,100
FY 2016 Estimated	\$306,500 +/-
FY 2017 Budgeted	\$288,600 +/-

FY 17 MFT Expenditures

• Snow Plowing Overtime	\$103K
• Salt	\$186K
• Patching Materials	\$ 7K
• Street Light Parts	\$ 20K
• Crack Filling	\$ 64K
• Signal Maintenance	\$ 48K
• Route 30/Ridgemore Lighting	\$ 25K
Total	\$453K

MFT Plan

	2015	2017	2018	2019	2020	2021
Beginning Fund Balance	\$720,713	\$795,813	\$852,305	\$888,363	\$872,843	\$887,862
Revenues						
MFT Allowance	\$508,851	\$505,361	\$507,851	\$510,341	\$512,831	\$515,321
Interest Earnings	\$400	\$2,000	\$2,000	\$2,400	\$2,000	\$2,000
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$509,251	\$507,361	\$509,851	\$512,741	\$514,831	\$517,321
Total Available For Spending	\$1,230,004	\$1,303,174	\$1,362,156	\$1,399,104	\$1,387,674	\$1,405,183
Operating Expenses						
Personnel Services	\$25,280	\$102,580	\$108,130	\$109,810	\$113,730	\$117,890
Commodities	\$100,000	\$215,000	\$200,000	\$202,000	\$200,000	\$199,000
Contractual Services	\$91,600	\$152,415	\$152,415	\$152,815	\$150,000	\$152,515
Total Operating Expenses	\$416,880	\$469,995	\$460,545	\$464,625	\$463,730	\$469,405
Capital Projects						
Improvements - Streets & Allys	\$0	\$24,770	\$0	\$0	\$0	\$0
Improvements - Other	\$0	\$0	\$0	\$0	\$0	\$0
Total Capital Outlay	\$0	\$24,770	\$0	\$0	\$0	\$0
Total Expenses	\$416,880	\$494,765	\$460,545	\$464,625	\$463,730	\$469,405
Ending Fund Balance	\$798,813	\$803,208	\$881,361	\$934,539	\$923,943	\$938,477



Crack Sealing Program (MFT)

- Staff Recommends Continuing Program Started in Fiscal Year 2012
 - \$64K+/- in FY 17
 - \$72K+/- average over 5 years with inflation
- 1st Line of Defense Against Water Intrusion
- Water Freeze -Thaw Weakens Pavement Base
- Increase Life of Pavement 3 to 5 Years
- Continue to Seal Centerline Cracks from Previous Resurfacing Programs

5 Year Conceptual Plan = \$72K Avg.

Fiscal Year	Street	Length	Miles	Estimated Cost	Programed
FY2017	FY2017 Road Maintenance Program Prairie Ridge	21,485	6.982	\$108,000.00	\$108,000.00
FY2018	FY 2018 Maintenance Program Schoonhoven Rd 1975W - 1975E	21,919	2.980	\$51,000.00	\$51,000.00
FY2019	FY2019 Road Maintenance Program	33,000	6.1	\$77,000.00	\$77,000.00
FY2020	FY2020 Road Maintenance Program 158th Ave. 1975W - 1975E	27,000	2.580	\$69,000.00	\$69,000.00
FY2021	FY 2017 Maintenance	22,000	4.2	\$63,000.00	\$63,000.00

2% per year incorporated inflation in programed amount



FY 17 Road Rehabilitation Program

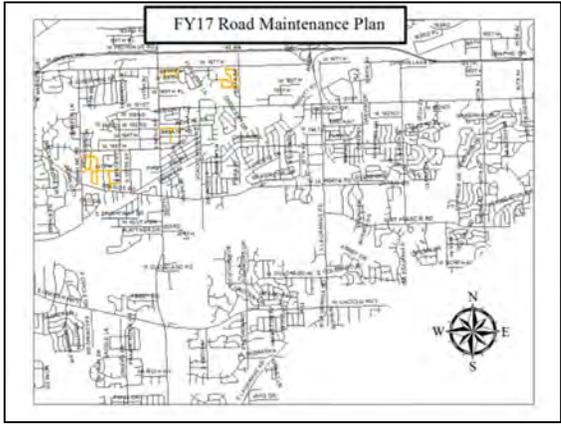
Factors that impact scope:

- Improvement in economy and revenue from 1/2% sales tax
- Harsh winters in 2014 and 2015 have taken a toll on condition of roads
- Increased thickness of overlays in FY 2016 from 1-1/2 to 2 inches
- Increase in concurrent repairs such as Sidewalk and Curb Repair associated with the road program.

- **FY 16 Roadway**
 - o Programmed-5.0 Miles
 - o Actual-5.7 Miles
- **Continue Current Approach with 4.0 Miles Programmed for FY 17**
- **Proposed 5 year Average is 4.4 Miles/Year with an Average cost of \$1.34M**

Proposed FY 17 Road Program

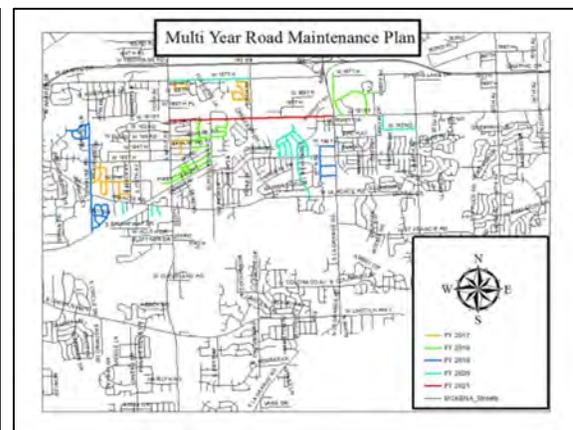
Improvement Projects - FY 17	Estimated Cost	Mileage
Camden Ct (1948 to Jacob)	\$72,000.00	0.38
Osborn Dr (Camden to London)	\$95,000.00	0.32
London Ln (Camden to 1875W)	\$110,000.00	0.28
Osborn Bay (Camden to End)	\$23,000.00	0.01
Jacob Dr (London to Prairie Ave)	\$42,000.00	0.14
Total	\$382,000.00	0.25
Revere (Midland to Wall)	\$20,000.00	0.17
London (Revere to Parker)	\$20,000.00	0.17
Greenview (1975 - Francis)	\$43,000.00	0.25
Roberts (114th - Greenview)	\$34,000.00	0.14
1975 (114th - Washburner)	\$42,000.00	0.25
Total	\$139,000.00	0.28
1975 (Timberline to Washburner)	\$67,000.00	0.28
Washburner (Dewittville to Kensington)	\$78,000.00	0.22
Kensington (1975W to Washburner)	\$41,000.00	0.21
Buckingham (1975W to Wendell)	\$41,000.00	0.17
Wendell (Buckingham to Washburner)	\$45,000.00	0.15
Victorian (1975 to 1955B)	\$37,000.00	0.13
Total	\$387,000.00	0.23
Quail Dr (Hendal to Dove)	\$53,000.00	0.15
Kactal (1875 to Jacob)	\$21,000.00	0.09
Dove (1875 to Jacob)	\$29,000.00	0.09
1875 Pl (Jacob to Joplin)	\$42,000.00	0.19
Total	\$145,000.00	0.19
FY 17 Street Miles (Total) =	4.01	





Others for consideration (BIDS?)

Individual Street Add-on List			Estimated Cost
197b	(115b - 116b)		\$27,400
Hickory Creek Dr.	(191 to Old LaGrange)		\$190,500
Old La Grange Rd	(Ozings to Bowling alley)		\$92,800
Manchester Ct.	(Willow to End)		\$27,700
First St.	(Wolf to Schoolhouse)	}	\$77,600
West First St.	(Wolf to end)		\$38,200
Hacker	(McGowney to Denny)	}	\$13,400
Denny	(Wolf - Park Sub)		\$54,700
McGowney	(Wolf to Walnut Ln)		\$48,300
			\$115,800
			\$48,100

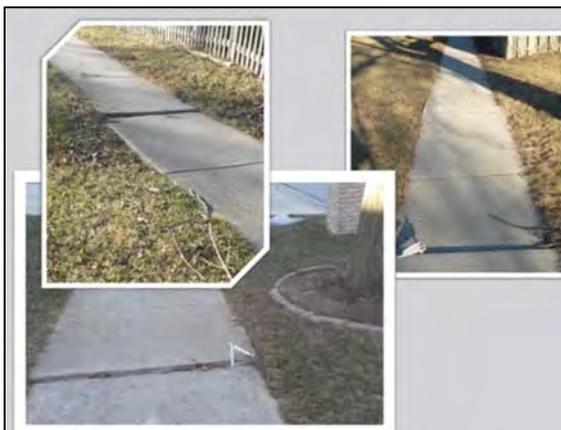


3. Infrastructure Maintenance Projects

FY 17 Infrastructure Maintenance Projects

- Drainage Project (Lake Everett) \$20,000
- Concrete Patching Program 75,000
- Full Depth Asphalt Patching 80,000
- Curb Shot-crete 7,000
- Sidewalks and Curb Program 80,000
- Mudjacking (Sidewalks/Curbs) 7,000
- Structural Street Light Repair 25,000
- Material Testing 8,000
- CRS for Infrastructure Projects 21,700
- Bridge Inspections 1,700

Total \$325,400



Road Program, General Maintenance, and EAB

	1. Miles of Streets Repaved/Costs						
	2. Annual Maintenance Spending						
	3. EAB Program						
	FY 16	FY 17	FY 18	FY 19	FY 20	FY21	5-Year Average
1. Proposed Plan	4.97 \$1.49M	4.01 \$1.09M	4.74 \$1.27M	4.48 \$1.52M	4.80 \$1.53M	2.00 \$1.28M (4.0 Eq. miles)	4.40 Miles \$1.34M
2. General Maintenance		\$285K	\$302K	\$227K	\$302K	\$227K	\$302 \$272K
3. EAB	\$437K	\$158K	\$20K	\$21K	\$0	\$0	



- ### Other Projects
- **US30 Phase II Improvements-\$13.8K (carry over)**
 - Bike path, sidewalks, signals & utility relocates (Final payment to IDOT)
 - **80th Avenue & 191st Street Intersection**
 - Project Funded by Will County
 - Village of Mokena Responsibilities
 - 5% of Design Engineering (\$15,000 in FY 2017)
 - ROW Acquisition Costs (\$15,600 in FY 2018)
 - **Wolf Road Bridge Maintenance - \$20K**

80th Ave. and 191st Intersection

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

Estimated Cost Sharing for Engineering & ROW

Phase	Total Cost	Federal Share	Will County	Tinley Park	Mokena
Phase I Eng.	\$300K	\$0K	\$300 100%	\$0K	\$0K
Phase II Eng.	\$300K	\$240K 80%	0	\$45.0K 15.0%	\$15.0K 5.0%
Row	\$312K	\$249.6K 80%	0	46.8K 15.0%	\$15.6K 5.0%
Const.	\$2,700K	\$2,160K 80%	\$540K 20%	0 0%	0 0%
Const. Eng	\$324K	\$259.2K 80%	\$64.8K 20%	0 0%	0 0%
Totals	\$3,936K	\$2,908.8K	\$904.8K	\$91.8K 2.3%	\$30.6K 0.8%

- *25/75%
- Funding Split of local costs

Wolf Road Bridge Erosion Control

Rip Rap in Scour Hole
Remove silt and Debris

Location

Scour Hole

Repair Cost \$20,000



General Infrastructure Fund Balances

	2016	2017	2018	2019	2020	2021
Beginning Fund Balance	3,254,508	2,309,541	2,026,873	1,809,606	1,279,670	853,713
Revenue	1,951,059	1,985,460	1,982,448	2,000,727	2,016,897	2,037,561
Expenditures	2,896,026	2,286,128	2,200,715	2,629,662	2,444,854	2,322,661
Ending Fund Balance	2,309,541	2,026,873	1,808,606	1,279,670	853,713	568,613

- ### General Infrastructure Fund Balance
- FY 2013, 2014, and 2015
 - ✓ General Fund contributed \$2,630,000 to the General Infrastructure Fund for Roads and EAB.
 - Debt payment of \$660,000 will be paid off in FY 2025.
 - As we move forward:
 - ✓ Monitor
 - ✓ Analyze
 - ✓ Make Necessary Adjustments

- ### Summary
- Road Maintenance Supported with ½% Sales Tax Funds
 - Improved Economy Helping ½% Sales Tax
 - Road and Other Infrastructure Maintenance
 - 4.0 Miles of Road Resurfacing in FY 17
 - 5 Year Plan of 4.4 miles/year exceeds goal of 4.0 miles/year
 - Continue With Other infrastructure Maintenance and Programs
 - Accelerated EAB Plan

Questions/Comments

Discussion:

Trustee Budzyn asked if in-placed recycling was still used. Village Engineer Paul Pearson responded that it is not.

Trustee Richmond asked if the crack sealing program was successful and Village Engineer responded that it was.

There being no further matters for the board to consider, Mayor Fleischer adjourned the work session at 9:17 PM.

**BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, March 28, 2016**

CALL TO ORDER

Mayor Fleischer called the Board of Trustees Work Session to order at 7:43 p.m.

ROLL CALL

The following Trustees were present:

- George Metanias
- Joseph Siwinski
- Jim Richmond
- Joseph Budzyn
- John Mazzorana
- Debbie Engler

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

Meridian Centre Final Plat Phase II

Community/Development Director Alan Zordan presented this case.

<p align="center">Village Board Concept Review</p> <p align="center">March 28, 2016 Meridian Centre</p>	<p>Request</p> <ul style="list-style-type: none"> ■ Approve the Phase II Plat of Subdivision for the Meridian Centre. ■ Phase II of the 22 acres site consists of creating four commercial lots within the interior of the development with lots that range between 1.78 acres to 3.75 acres for a total of 10.66 acres. ■ Trinity Land Development request to amend the Development Agreement in regards to the Letter of Credit and time frame for certain public improvements to Phase II.
	<p>History</p> <ul style="list-style-type: none"> ■ On March 16, 2009, the Village Board approved the Development Agreement and final plat for Phase I which included the six exterior lots commercial lots and the detention pond. ■ The Development Agreement set forth the timing of the public improvements for the project. Certain public improvements were set aside for completion when the phase II plat was approved. ■ On October 19, 2015, the Village Board conceptually reviewed the Final Plat for Phase II. ■ On November 19, 2016, the Planning Commission reviewed the Final Plat.
	<p>Discussion</p> <ul style="list-style-type: none"> ■ The reason the developer would like to advance phase II at this time is to accommodate the sale of lot 2 for the construction of a Holiday Inn Express hotel. As is required by code, a Letter of Credit must be posted to guarantee completion of any public improvements related to phase II. ■ Due to financial issues, the petitioner requests relief from certain provisions found in the Development Agreement as they relate to phase II improvements.
<p>Existing Development Agreement Language</p> <ul style="list-style-type: none"> ■ Improve the full access intersection on Everett Lane with a northbound right hand deceleration lane ■ Construct a ten foot wide concrete bike/pedestrian path within the LaGrange Road right-of-way along the entire frontage of the subject property on LaGrange Road and extending north in front of the Shell gas station and connecting to the existing sidewalk at 191st Street. ■ Install a minimum of four perimeter street lights within the LaGrange Road right-of-way. The number of Street lights may be increased as may be required by IDOT and Owners shall abide by said IDOT requirement. ■ Install a sculpture (compass rose) as depicted on the approved development plans. 	 <p align="center">Compass Rose</p>

FY 17 Fleet Management

(1) Emergency RISK TO SAFETY, HEALTH OR WELFARE
(2) Priority Service NOT QUITE EMERGENCIES, BUT MUST BE HANDLED QUICKLY
(3) Internal Program/Maintenance/Administrative Customer Service, Internal programming, Administrative

Item	Vehicle#	Scheduled to replace	Vehicle Description	Mileage	FY 2017 Rating			Delayed Purchase		Notes
					Emergency	Priority	Admin	3-5 years	6+ years	
Fleet	MO2	2016	2012 Chevy Impala (Patrol)	78,000 (\$2,400/mo.) 20,000	Emergency	Priority	Admin			Front End Repair Intensive (Auction)
Fleet	MO9	2017	2012 Chevy Impala (Patrol)	88,000 (\$5,400/mo.) 60,000	Emergency	Priority	Admin		\$18,800	Delayed Auction bid with no good condition of vehicle
Fleet	MO4	2016	2012 Chevy Impala (Patrol)	78,800 (\$7,500/mo.) 20,000	Emergency	Priority	Admin			Front End Repair Intensive (Auction)
Fleet	MO9	2016	2012 Chevy Impala (Patrol)	75,000 (\$5,900/mo.) 20,000	Emergency	Priority	Admin			Front End Repair Intensive (Auction)
Fleet	MO2	2017	2012 Ford Expedition	83,000 (\$4,600/mo.) 302,000	Emergency	Priority	Admin		\$26,600	Delayed Auction bid with no good condition of vehicle
COSTS INCLUDE SET UP FOR PUBLIC VEHICLES				TOTAL	Emergency	Priority	Admin		\$20,500	\$0

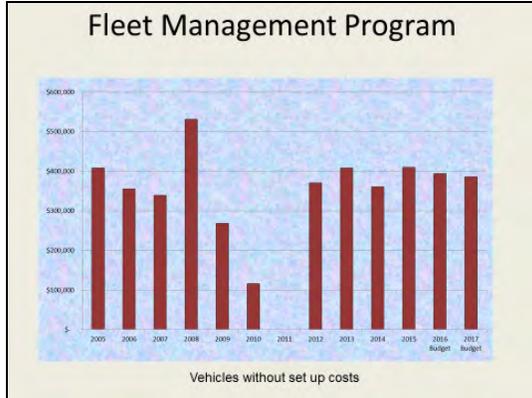
FY 17 Fleet Management

(1) Emergency Vehicle RISK TO SAFETY, HEALTH OR WELFARE
(2) Priority Service Vehicle NOT QUITE EMERGENCIES, BUT MUST BE HANDLED QUICKLY
(3) Internal Program Maintenance/Administrative Customer Service, Internal programming, Administrative

Dept.	Vehicle#	Scheduled to replace	Vehicle Description	Mileage	FY 2017 Rating			Delayed Purchase	Notes	
					Emergency	Priority	Admin			
Administration	43	2017	2005 Chevy Impala Administrative Vehicle	82,000 (1,200/mo.) 50,000	Emergency	Priority	Admin		\$26,000	Delayed Auction bid with no good condition of vehicle
Team	ST17	2016	2006 2.5 - Ton (Plow & Spreader)	20,000 (1,200/mo.) 50,000	Emergency	Priority	Admin			Main Drive Shaft Repair Due to Good Wires
Team	ST17	2015	2004 2.5 - Ton (Plow & Spreader)	15,000 (\$2,000/mo.) 100,000	Emergency	Priority	Admin			Main Drive Shaft Repair Due to Good Wires
Team	ST17	2017	2007 2.5 - Ton (Plow & Spreader)	11,700 (1,700/mo.) 50,000	Emergency	Priority	Admin			Delayed purchase 5-yr Main Drive Shaft Repair Due to Good Wires
Team	EQ4P	2017	2004 Kawasaki SIV Wheel Loader	(75,000/mo.) 37,000	Emergency	Priority	Admin			Delayed purchase 2-yr Main Drive Shaft Repair
Water & Sewer	WS17	2017	2004 Ford Super Duty	4,500/mo.) 123,000	Emergency	Priority	Admin			Used for Emergency Water Main Breaks
Water & Sewer	WS17	2016	2004 Ford Super Duty Administrative Vehicle	123,000	Emergency	Priority	Admin			Delayed Auction bid with no good condition
TOTALS					Emergency	Priority	Admin		\$415,360	\$0

Proposed FY 17 Fleet Management Program

VEHICLE/EQUIPMENT	Original (FY) Replacement Schedule	Normal Fund Source	Service Type	PROPOSED
Replace Squad (MO2) - Outfitted (With Explorer)	2016	General	#1 Emergency	\$36,020
Replace Squad (MO4) - Outfitted (With Explorer)	2016	General	#1 Emergency	\$36,620
Replace Squad (MO9) - Outfitted (With Explorer)	2016	General	#1 Emergency	\$36,620
Replace 2.5 - Ton (Plow & Spreader) (ST17)	2016	General	#1 Emergency	\$145,500
Replace Equipment - Wheel Loader	2017	General	#1 Emergency	\$160,000
TOTAL (Includes Police Set up Costs)				\$415,360



FY 2017 Auction Vehicles \$24,000

Old Vehicle ID	Year/Make	Estimated Value
MO2	2012 Chevy Impala	\$3,000
MO4	2012 Chevy Impala	\$3,000
MO9	2012 Chevy Impala	\$3,000
ST17	2006 International With Plow & Spreader	\$15,000
Equipment	2004 Kawasaki 65 SIV Wheel Loader	Trade in with bid
TOTALS		\$24,000

Total Equipment in FY 2017

2009 - 71
2011 - 70
2012 - 67
2013 - 66
2015 - 67
2016 - 67
2017 - 67

Outsourced: Vehicle Maintenance

	2013	2014	2015	2016
Timing Issues	\$14,050.78	\$27,192.51	\$18,794.76	\$5,670.98
Leak of Equipment	\$7,693.72	\$4,041.89	\$11,388.84	\$5,754.08
Total Outsourced	\$21,744.50	\$31,234.40	\$30,183.60	\$11,425.06

Joliet Junior College

- Automotive Service Technology - Jim Coleman
 - JJC Coordinator/Advisor
- Certified Master Automotive Training Program
 - Automotive Service Excellence Certification (ASE)
 - National Automotive Technicians Education Foundation (NATEF)

- ### Independent Study Position-JJC
- 8 hrs/week for 16 weeks
 - 24 hrs/week \$14/hr \$16,800/50 weeks
 - Oil changes
 - Brake repair
 - Trouble shooting engine problems
 - Tire changes
 - Tune-up
 - Welding
 - Diagnostic analysis
 - Vehicle maintenance record keeping
-

- ### Goals of Independent Study Position
- Reduce costs
 - Improved maintenance
 - Better utilization of Village staff
 - Improved maintenance record keeping



Discussion

Trustee Metanias asked for more clarification on the potential cost savings with utilizing the Independent Study position with Joliet Junior College. Village Administrator John Tomasoski responded by discussing the numbers in the chart of the powerpoint presentation for vehicle maintenance.

Trustee Engler asked how the Independent Study position would be covered for insurance purposes. Village Administrator John Tomasoski said that he believed the liability insurance would be the Village's responsibility, however he would verify that with Joliet Junior College.

Adjournment

There being no further business to bring before the Mayor and Board of Trustees, Mayor Fleischer adjourned the work session at 8:31 p.m.

**BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, April 18, 2016**

CALL TO ORDER

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

ROLL CALL

The following Trustees were present:

George Metanias
Jim Richmond
John Mazzorana
Debbie Engler

Absent: Joseph Budzyn and Joseph Siwinski

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

Meridian Centre Final Plat Phase II

Community/Development Director Alan Zordan presented this case.

Village Board Work Session

April 18, 2016
Meridian Centre

Request

- Approve the Phase II Plat of Subdivision for the Meridian Centre.
- Phase II of the 22 acres site consists of creating four commercial lots within the interior of the development with lots that range between 1.78 acres to 3.75 acres for a total of 10.66 acres.
- Trinity Land Development request to amend the Development Agreement in regards to the Letter of Credit and time frame for certain public improvements to Phase II.



History

- On March 16, 2009, the Village Board approved the Development Agreement and final plat for Phase I which included the six exterior lots commercial lots and the detention pond.
- On March 28, 2016, the Village Board reviewed a request by the developer to amend the original Development Agreement. The Board generally favored amending the agreement to allow the applicant to submit a separate Letter of Credit for Phase II for sidewalk and traffic signal improvements prior to the sale of a second lot. The Board directed staff to prepare the amended agreement for Board review.



Existing Development Agreement Language

- Construct a ten foot wide concrete bike/pedestrian path within the LaGrange Road right-of-way along the entire frontage of the subject property on LaGrange Road and extending north in front of the Shell gas station and connecting to the existing sidewalk at 191st Street.
- Install a minimum of four perimeter street lights within the LaGrange Road right-of-way. The number of Street lights may be increased as may be required by IDOT and Owners shall abide by said IDOT requirement.

Amended Development Agreement Language

- *Said Letter of Credit shall be submitted to the Village prior to the sale of the second lot within this development following the date of this Agreement. The concrete bike/pedestrian path shall be installed to Village standards no later than two years from the date of posting of the required Letter of Credit for this improvement.*
- *Said letter of Credit shall be submitted to the Village prior to the sale of the second lot within this development following the date of this Agreement. The street lights shall be installed no later than two years from the date of posting of the required letter of Credit for this improvement.*

Village Board Direction

- Provide input on draft agreement

Village Board Work Session

April 18, 2016
Meridian Centre

Discussion

- The reason the developer would like to advance phase II at this time is to accommodate the sale of lot 2 for the construction of a Holiday Inn Express hotel. As is required by code, a Letter of Credit must be posted to guarantee completion of any public improvements related to phase II.
- Due to financial issues, the petitioner requests relief from certain provisions found in the Development Agreement as they relate to phase II improvements.

Existing Development Agreement Language

- Owners shall, at its/their sole cost and expense, improve the full access intersection on Everett Lane with a northbound right hand deceleration lane no later than one year of Village approval of the Final Plat for phase II of the subject development.
- Owners shall, at its/their sole cost and expense construct a ten foot wide concrete bike/pedestrian path within the LaGrange Road right-of-way along the entire frontage of the subject property on LaGrange Road and extending north in front of The Shell gas station and connecting to the existing sidewalk at 19th Street. Owner shall be responsible for obtaining all necessary permits from the Illinois Department of Transportation for said work. The concrete bike/pedestrian path shall be installed to Village standards no later than one year from the date of final plat approval for phase II.
- Owners shall, at its/their sole cost and expense, install a minimum of four perimeter street lights within the LaGrange Road right-of-way. The number of street lights may be increased as may be required by IDOT and Owners shall abide by said IDOT requirement. Street lights in the LaGrange Road right-of-way shall be approved and permitted by IDOT and approved by the Village engineer, and shall be installed within one year of Village approval of the Final Plat for phase II of the subject development.
- Owners agrees to install at its/their sole cost and expense a sculpture (compass rose) as depicted on the approved development plans within one year of this Village granting occupancy approval for the first building within the subject property.

Letters of Credit

- Phase II Required - \$ 631,950
- Phase I credit available - (\$115,000)
- Phase I remaining - 30,000
- Deferral of LaGrange Rd. Imp. (\$ 90,200)
- Potential Letter of Credit - \$ 456,750

Discussion:

Electronic Recycling Information Update

Public Works Director Lou Tiberi provided an update on electronic recycling options. He also advised the Board that we have a tentative electronic recycling day planned on June 25th at the old Therafin site with VetTech. Residents would be allowed to recycle most electronic items on that day for free and would be charged twenty dollars per television and computer monitor.

Mr. Tom Agema, from NuWay Disposal Service Inc., presented 3 options on how his firm could partner with the Village to recycle electronic items. The Board favored option #3, which would allow residential customers to contact NuWay Disposal for electronic recycling. NuWay Disposal would schedule a pick-up of the electronics from the residence. An additional charge of \$0.50 per home, per month would be added to the charge for all residential customers. The pick-ups would be scheduled on the regular garbage collection day (Tuesday). The resident will be instructed to place the items at the curb, away from the trash and recyclables. Televisions and computer monitors will be picked up, for other electronic recycling items, a minimum of 3 items per pick-up will be required. Mr. Agema requested that if the Board would like to pursue option #3, that it start at the beginning of June.

Public Works Director Lou Tiberi suggested that we cancel the proposed electronic recycling day on June 25th if the Village is going to pursue a program with NuWay Disposal, Inc. Village Administrator John Tomasoski recommended that staff work with Mr. Agema to prepare option #3 as an amendment to the current garbage contract and present it to the Board at the May work session and advised the Board how some other neighboring communities are planning to address electronic recycling.

FY 17 Budget – Capital Equipment

Village Administrator John Tomasoski presented this item.

Village Board Work Session
April 18, 2016

- **Capital Equipment Program**
- **Radio System Upgrades**

Capital Equipment FY 17			
Equipment	Dept	Fund	Proposed
Radio Upgrades	Police/ESDA	General	\$ 103,985
Computer Tablet	Police	General	\$ 3,000
Hoty Undercarriage Washer	PW	General	\$ 1,700
Replace Concrete Partner Saw	PW	General	\$ 1,100
Replace Pump - Scarth Pond	PW	General	\$ 1,400
Diffuser - Marley Pond	PW	General	\$ 9,100
Broom Attachment - Skid Steer	PW	General	\$ 4,500
Grinder Attachment - Skid Steer	PW	General	\$ 16,000
1/2" Power Rodder	PW	General	\$ 2,500
Panasonic Camcorder	Cable	General	\$ 1,750
Replace Generator EOC	ESDA	General	\$ 8,192

Capital Equipment FY 17 Contd.

Equipment	Dept	Fund	Proposed
Upgrade Chlorine Analyzer	Water	Water & Sewer	\$ 1,600
Replace Diffuser/Mixer- South Water Tower	Water	Water & Sewer	\$ 7,500
SCADA Laptop for 187th Pump House	Water	Water & Sewer	\$ 2,500
Gas Monitor for Confined Spaces	Water/Sewer	Water & Sewer	\$ 1,400
Replace (2) Transducers - Union Ditch & Whisper Creek	Sewer	Water & Sewer	\$ 3,000
Replace Battery Backup for Generator	Sewer	Water & Sewer	\$ 5,100
TOTAL			\$ 174,297

WILL COUNTY COUNTY-WIDE RADIO SYSTEM OVERVIEW

- ### SYSTEM OVERVIEW
- System Owned By County of Will
 - Administered and Maintained by EMA
 - Three Full-Time Radio Technical Staff
 - Annual Operating and Maintenance Budget Appx. \$700,000
 - Processes Appx. 5.5 million "Push-to-Talks" Annually
 - Appx. 1,300 "Subscriber Units" (Mobile & Portable Radios)

- ### SYSTEM USERS – COUNTY AGENCIES
- Sheriff's Office
 - Coroner's Office
 - Health Department
 - Emergency Management Agency
 - Animal Control
 - Division of Transportation
 - Forest Preserve District – Police
 - Forest Preserve District – Maintenance
 - Probation Department
 - River Valley Juvenile Justice Center

- ### SYSTEM USERS – LOCAL & OTHER AGENCIES
- Frankfort Police
 - Manhattan Police
 - Mokena Police
 - New Lenox Police
 - Rockdale Police
 - Homer Glen ESDA
 - Manhattan ESDA
 - Mokena ESDA
 - Monee ESDA
 - New Lenox ESDA
 - 4th US Army Police (US Army Reserve Training Center)
 - US Forest Service Rangers (Midewin National Tallgrass Prairie)

- ### CURRENT RADIO SYSTEM
- In Operation Since 1998
 - System Technology:
 - Analog
 - Multi-Site – 8
 - Simulcast
 - Multi-Channel – 8
 - Trunked
 - Proprietary Operating Protocol

- ### NEW RADIO SYSTEM
- Under Construction; Estimated Operational By Summer, 2017
 - System Investment:
 - Appx. \$2 Million Existing System Infrastructure
 - Appx. \$5.8 Million New System Infrastructure
 - System Technology:
 - Digital
 - Multi-Site – 9
 - Simulcast
 - Multi-Channel – 8
 - Trunked
 - Open, Standardized Operating Protocol – P25

MOBILE & PORTABLE RADIOS

Change From Proprietary Protocol to Open (P25) Protocol Requires Changing To P25 Compatible Subscriber Equipment

Mobile Radios
Portable Radios

Radio System Costs

Option 1	\$103,964.52
Option 2	\$136,502.52
Difference	\$32,538.00

Radio System Upgrades – Option 1

P25 Radio Upgrades
Option #1

Condition	Equipment	Unit Price	# of Units	Price
New	VP400 M2 Portable Radio / Accessories (Spare Battery, Battery Charger, Leather Case, Microphone)	\$1,648.00	30	\$49,440.00
Used	ESSE ES Mobile Radio Remote Mount / Installation	\$1,405.00	10	\$14,050.00
New	Six Bay, Multi-Chan. Charger	\$425.00	1	\$425.00
PD Total				\$72,915.00
Condition	Equipment	Unit Price	# of Units	Price
New	VP400 M2 Portable Radio / Accessories (Spare Battery, Battery Charger, Leather Case, Microphone)	\$1,648.00	2	\$3,296.00
New / Old Stock	\$100 ES Model II Portable Radio / Accessories (Spare Battery, Leather Case, Microphone)	\$725.00	13	\$9,425.00
Used	ESSE ES Mobile Radio Remote Mount / Installation	\$1,405.00	11	\$15,455.00
ESDA Total				\$29,576.00
2% Conting.				\$2,038.52
Grand Total				\$103,964.52

Radio System Upgrades – Option 2

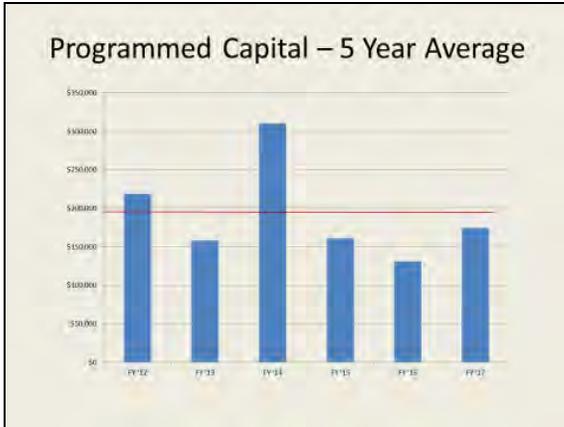
P25 Radio Upgrades
 Option #2

Police Department				
Condition	Equipment	Unit Price	# of Units	Price
New	VP400 M2 Portable Radio / Accessories Spare Battery, Battery Charger, Leather Case, Microphone)	\$1,648.00	30	\$49,440.00
New	VM 400 Mobile Radio Remote Mount / Installation	\$2,115.75	16	\$33,852.00
New	Sto Bay, Multi-Chan. Charger	\$425.00	1	\$425.00
PD Total				\$83,717.00

ESDA				
Condition	Equipment	Unit Price	# of Units	Price
New	VP400 M2 Portable Radio / Accessories Spare Battery, Battery Charger, Leather Case, Microphone)	\$1,648.00	17	\$28,216.00
New	VM 400 Mobile Radio Remote Mount / Installation	\$2,115.75	12	\$35,389.00
ESDA Total				\$50,109.00
2% Conting.				\$2,676.52
Grand Total				\$136,502.52

Summary

EQUIPMENT	FUNDING SOURCE	PROPOSED
Equipment New & Replacements (Includes Option 1)	General	\$153,207
Equipment New & Replacements	Water & Sewer	\$21,090
TOTALS		\$174,297



Discussion

Mr. Harold Damron, Director of Will County Emergency Management Agency, was present to discuss the County’s new radio system and why it will require the Village to update its portable and mobile radios during the next fiscal year.

Staff presented the Board with two options on how the Village could replace the portable and mobile radios for the Police Department and ESDA. The first option was a combination of new portable radios from a state bid price, used mobile radios and new old stock portable radios from Sunny Communications, a vendor in Colorado. The anticipated cost of this option is \$103,964.52. Staff indicated that Sunny Communications would be willing to hold the equipment until after July 1st of this year, however they are requesting a letter indicating the Village’s intention to purchase the equipment from them. The second option was to purchase all of the portable and mobile radios new from the state bid purchase price. The anticipated cost for this option is \$136, 502.52.

The Board directed staff to pursue the first option of \$103, 964.52 and provide a letter indicating the Village’s intent after it was verified where the used and new old stock equipment was originally from and received confirmation from that agency of the quality of the equipment.

The Board also directed staff to move ahead with the other capital equipment items presented.

Adjournment

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

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, April 25, 2016

CALL TO ORDER

Mayor Fleischer called the Board of Trustees Work Session to order at 8:11 p.m.

ROLL CALL

The following Trustees were present:

- George Metanias
- Jim Richmond
- John Mazzorana
- Debbie Engler
- Joseph Budzyn
- Joseph Siwinski

Also present were: Village Clerk Patricia Patt; Village Administrator John Tomaszoski; Economic and Community Development Director Alan Zordan, Finance Director Barb Damron, and Public Works Director Lou Tiberi.

FY 17 Budget – Water & Sewer System Capital Improvements

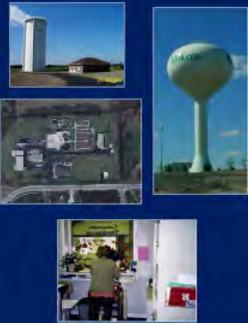
Village Administrator John Tomaszoski presented an overview of the budget presentation.

VILLAGE BOARD WORK SESSION
 April 25, 2016

- 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 \$7.1M annual enterprise
 - Pump 620 +/- million gallons of water and treat similar volume of wastewater yearly
 - 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 through 2019
 - ▣ Connection fee = FY '16-\$8,348 - FY '19-'21-\$8,860
 - Fiscal 2017=52 connections (\$452K)
 - Fiscal 2018-2021 =50 connections (\$434K-\$443K)
- ▣ **Expenditures in FY 17 include:**
 - \$35K in system improvements
 - \$395K for annual debt service
 - \$50K for unforeseen emergency repairs

Water Distribution Program – A

	2016	2017	2018	2019	2020	2021
Beginning Fund Balance	\$2,247,883	\$2,570,491	\$2,626,118	\$2,456,755	\$1,771,193	\$1,195,130
Revenue:						
Contributions	\$0	\$0	\$0	\$0	\$0	\$0
Tap-on Fees	\$701,012	\$452,027	\$434,268	\$442,988	\$442,988	\$442,988
Interest Earnings	\$3,100	\$3,400	\$6,350	\$5,200	\$3,700	\$3,200
Total Revenue	\$704,112	\$455,427	\$440,638	\$448,188	\$446,688	\$446,188
Total Available For Spending	\$2,951,795	\$3,025,918	\$3,066,755	\$2,904,943	\$2,217,880	\$1,641,318
Operating Expenses:						
Contractual Services	\$11,989	\$0	\$0	\$28,750	\$18,750	\$0
Capital Outlay	\$269,315	\$34,800	\$0	\$340,000	\$250,000	\$0
Other Financing Uses	\$100,000	\$365,000	\$610,000	\$765,000	\$754,000	\$275,000
Total Expenses	\$381,304	\$399,800	\$610,000	\$1,133,750	\$1,022,750	\$275,000
Ending Fund Balance	\$2,570,491	\$2,626,118	\$2,456,755	\$1,771,193	\$1,195,130	\$1,366,318

Water Distribution Program – B

	2016	2017	2018	2019	2020	2021
Beginning Fund Balance	\$2,247,683	\$2,570,491	\$2,546,118	\$2,276,405	\$1,464,243	\$757,280
Revenue						
Contributions	\$0	\$0	\$0	\$0	\$0	\$0
Tap-on Fees	\$701,012	\$452,027	\$434,288	\$442,988	\$442,988	\$442,988
Interest Earnings	\$3,100	\$3,400	\$6,000	\$4,600	\$2,800	\$1,950
Total Revenue	\$704,112	\$455,427	\$440,288	\$447,588	\$445,788	\$444,938
Total Available For Spending	\$2,951,795	\$3,025,918	\$2,986,405	\$2,723,993	\$1,910,030	\$1,202,218
Operating Expenses						
Contractual Services	\$11,989	\$0	\$0	\$28,750	\$18,750	\$0
Capital Outlay	\$269,315	\$34,800	\$0	\$340,000	\$250,000	\$0
Other Financing Uses	\$100,000	\$445,000	\$710,000	\$891,000	\$684,000	\$400,000
Total Expenses	\$381,304	\$479,800	\$710,000	\$1,259,750	\$1,152,750	\$400,000
Ending Fund Balance	\$2,570,491	\$2,546,118	\$2,276,405	\$1,464,243	\$757,280	\$602,218

Water Projects

	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Wolf Road (193rd to 194th)	\$269,315					
Engineering	\$11,989					
East Tower Painting				\$340,000		
Engineering				\$10,000		
Alta Vista (Wolf to Owens)					\$250,000	
Engineering				\$18,750	\$18,750	
Inserta-valves - Brightway & Pheasant Rdg		\$22,000				
Valve Replacement Bonness Tower		\$12,800				
Reverse Road (Midland to Wolf)						
Engineering						
Bryant Road & Blyant Ct. (Midland to Third)						
Engineering						
Union Avenue (Revere to Bryant)						
Engineering						
Estimated Construction Costs	\$269,315	\$34,800	\$0	\$340,000	\$250,000	\$0
Engineering	\$11,989	\$0	\$0	\$28,750	\$18,750	\$0
Total Costs	\$281,304	\$34,800	\$0	\$368,750	\$268,750	\$0

Sewer Collection System

Revenue Assumptions:

- Annual increase of 2% built into fee structure through FY '19
 - Connection fee = FY '16-\$2,783 - FY '19-'21-\$2,953
- Fiscal 2017=52 connections (\$151K)
- Fiscal 2018-2021 =50 connections (\$145K-\$148K)

Expenditures in FY 17 include:

- \$81.4K for engineering
- \$410K for centrifuge filter
- \$85K for lift station repairs
- \$70K for sanitary manhole rehabs
- \$15K for testing other inflow sources
- \$50K for unforeseen repairs

Sewer Capital Improvement Program

	2016	2017	2018	2019	2020	2021
Beginning Fund Balance	\$1,559,280	\$1,184,176	\$624,952	\$771,577	\$921,439	\$1,071,702
Revenue:						
Tap-on Fees	\$234,058	\$150,676	\$144,775	\$147,663	\$147,663	\$147,663
Interest Earnings	\$2,100	\$1,500	\$1,850	\$2,200	\$2,600	\$2,950
Total Revenue	\$236,158	\$152,176	\$146,625	\$149,863	\$150,263	\$150,613
Total Available For Spending	\$1,795,448	\$1,336,352	\$771,577	\$921,439	\$1,071,702	\$1,222,314
Operating Expenses:						
Contractual Services	\$114,367	\$81,400	\$0	\$0	\$0	\$0
Capital Outlay	\$496,905	\$580,000	\$0	\$0	\$0	\$0
Other Financing Uses	\$0	\$50,000	\$0	\$0	\$0	\$0
Total Expenses	\$611,272	\$711,400	\$0	\$0	\$0	\$0
Ending Fund Balance	\$1,184,176	\$624,952	\$771,577	\$921,439	\$1,071,702	\$1,222,314

SEWER PROJECTS

	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021
Reline and Repair Manholes	\$44,860	\$70,000				
Engineering & Inspection	\$19,902	\$15,000				
Smoke Test Sanitary Sewers	\$0	\$15,000				
Engineering - Centrifuge Filter	\$93,693	\$35,000				
Centrifuge Filter	\$452,045	\$410,000				
Wolf Road Lift Station Controls Update		\$50,000				
Lift Station Pumps Brightway & Tall Grass		\$35,000				
Infiltration Monitoring Program						
Engineering	\$0					
Operation Needs Review						
Engineering		\$31,400				
Construction Costs/Smoke Testing	\$496,905	\$580,000				
Engineering	\$113,595	\$81,400				
Total Costs	\$610,500	\$661,400	\$0	\$0	\$0	\$0

Summary

- Water System in good shape with minimal repairs (shift focus on regional costs).
- Sanitary Collection system continues with trial shift in strategy
- Adequate funding available
 - ✓ Upkeep
 - ✓ Emergencies

- Questions
- Comments
- Thoughts



Discussion

FY 17 Budget – WWTP Plant Replacement

Finance Director Damron went through the presentation, and explained the assumptions for the revenue projections and the proposed expenditures. Public Works Director Tiberi explained the new technology that will be used to evaluate the manholes for needed repair. Village Administrator Tomasoski explained the operation needs review.

Village Board Work Session

April 25, 2016

WWTP Repair/Replacement Fund

WWTP Repair/Replacement Fund



PHOSPHORUS REMOVAL

- ❑ New "Special Permit Conditions" Requirement From IEPA with renewal of WWTP Operational (NPDES) permit that expires in December 2016
- ❑ Phosphorus Removal to achieve a level determined by IEPA (Usually 1.0 PPM)
- ❑ WWTP currently achieves a level between 2 - 5 PPM.
- ❑ Engineering Consultant Fees for Planning of Phosphorus Removal \$29,800

WWTP Expansion Fund Fund Balance Summary

	FY 15	FY 16	FY 17
Expenditures	\$3.4k engineering & \$159k for excess flow facility improvements	\$27k for excess flow facility improvements	\$29.8k for planning of phosphorus removal
Fund Balance	\$5.34 million	\$5.32 million	\$5.24 million

*Estimates to Expand Plant (with design modifications) - \$5.25M to \$5.75M

Summary

1. Questions
2. Comments
3. Thoughts



Discussion

Public Works Director Tiberi provided a brief history on the WWTP, reviewed the average daily flows, and explained a new requirement for the IEPA permitting, which deals with phosphorous removal. He also explained that the plant expansion is still a number of years away, due to our average dail flows remaining under 2 million gallons per day. Village Administrator Tomasoski discussed his previous experience with obtaining an NPDES permit, and the anticipated steps in the process.

Adjournment

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

BOARD OF TRUSTEES WORK SESSION
11004 Carpenter Street, Mokena, Illinois 60448
Monday, June 13, 2016

CALL TO ORDER

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

ROLL CALL

The following Trustees were present:

- George Metanias
- John Mazzorana
- Debbie Engler
- Joseph Siwinski
- Jim Richmond
- Joseph Budzyn

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

FY 17 Budget

Village Administrator John Tomasoski presented the FY17 Budget's general fund.

June 13th Budget Work Session

- Review General Fund
 - Current year status
 - Proposed FY 17 Budget
 - Overall Financial Health
 - Use of FY 16 Net Positive Operating Results
 - Miscellaneous Updates
- Proposed FY 16 Budget Amendments
- PRELIMINARY DRAFT
 - Overall Budget
 - Status
 - Budget Categories
 - Operating and capital fund balances
 - Capital repair/replacement fund
 - Annual transfers
- Thoughts about the future
- Questions or comments.

THE GENERAL FUND!

FY 16 (Current Year)

	Budgeted	Anticipated	Positive Difference
FY 16 Revenues	\$ 8,944,925	\$ 10,452,833	\$ 1,507,908
FY 16 Expenditures	\$ 8,863,248	\$ 8,639,064	\$ 224,184
Ending FY 15			\$ 150,318
FY 16 Net Positive Operating results			\$ 1,882,410

We will recommend use later in presentation

General Fund Revenue Summary

Revenues	Actual Fiscal '14	Actual Fiscal '15	Budgeted Fiscal '16	Estimated Fiscal '16	Budget Fiscal '17	Amount of Change	% of Change
Taxes	\$7,198,383	\$7,751,282	\$8,996,947	\$8,344,795	\$7,592,219	\$655,949	7.68%
Assessors	\$254,527	\$257,675	\$280,430	\$286,704	\$281,476	\$21,986	3.34%
Fees	\$254,000	\$289,217	\$201,000	\$226,750	\$187,000	(\$14,933)	-6.82%
Intergovernmental Revenue - State	\$17,698	\$15,640	\$13,843	\$13,843	\$0	(\$15,843)	-103.00%
Intergovernmental Revenue - Local	\$280,965	\$280,965	\$280,965	\$280,965	\$280,965	\$0	0.00%
Excision Fees	\$0	\$24,438	\$0	\$23,244	\$0,319	-\$6,210	-100%
Fines	\$252,049	\$249,539	\$202,000	\$178,886	\$170,300	(\$31,200)	-15.65%
Other Revenue	\$38,062	\$613,528	\$20,722	\$70,243	\$635,790	\$10,000	1.42%
Total Revenue	\$8,176,167	\$9,882,306	\$8,944,925	\$10,462,833	\$9,464,033	\$598,109	5.82%

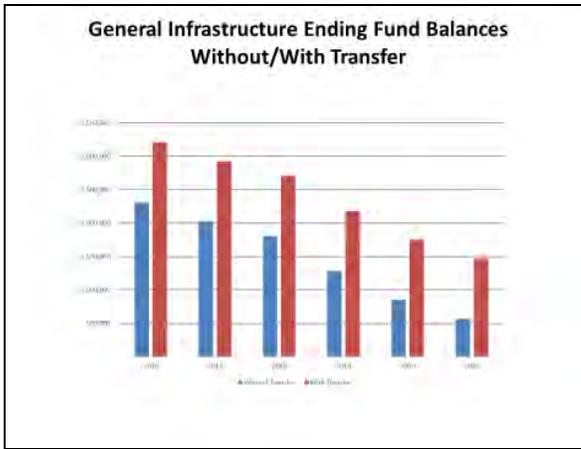
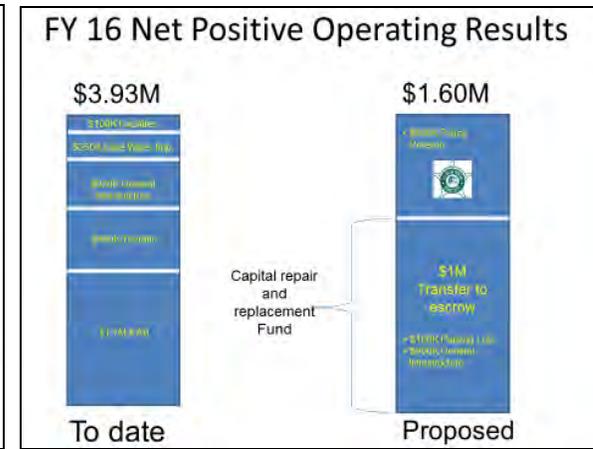
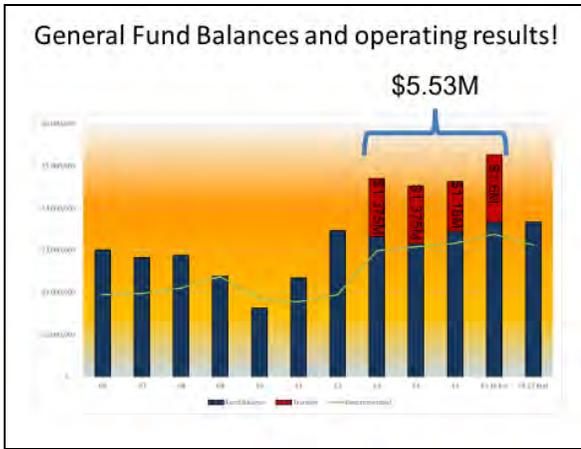
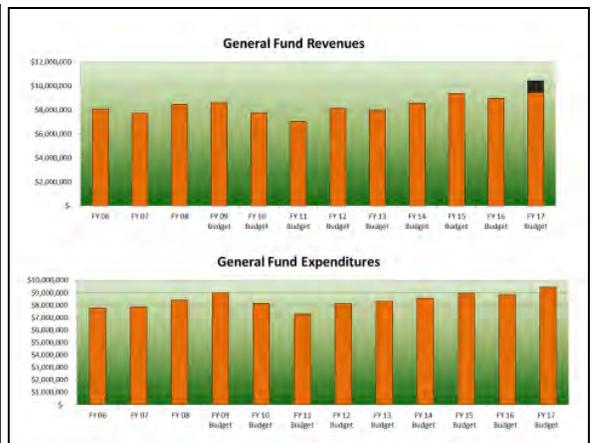
- Tax Revenue up by \$535K or 7.68%
- Sales tax +\$516K or 10.6%
- Income Tax +\$28K or 3% (includes budgeting for only 50% of LGDF)
- Total Revenues +\$519K or 5.8%

General Fund Expenditure Summary

Expenses	Actual FY 14	Actual FY 15	Budgeted FY 16	Estimated FY 16	Budget FY 17	Amount	% of Change
Personal Services**	\$5,576,033	\$5,697,863	\$5,756,014	\$5,774,440	\$5,843,345	\$87,331	1.52%
Commodities	\$692,845	\$677,423	\$801,108	\$671,174	\$794,892	126,921	-1.85%
Contractual Services	\$1,247,835	\$1,448,007	\$1,743,487	\$1,784,045	\$2,043,337	\$300,030	17.21%
Capital Outlay	\$455,221	\$586,415	\$412,644	\$408,505	\$634,067	\$215,444	52.21%
Other	\$1,375,000	\$1,180,000	\$150,000	\$1,600,000	\$150,000	\$0	-100%
G.F. Total Expenses	\$9,346,934	\$9,590,607	\$8,863,248	\$10,239,064	\$9,459,131	\$565,689	6.72%

	Budgeted	Anticipated	Positive Difference
FY 16 Revenues	\$ 8,944,925	\$ 10,432,833	\$ 1,487,908
FY 16 Expenditures	\$ 8,963,249	\$ 8,625,064	\$ 338,185
Ending FY 16			\$ 139,232
FY 16 Net Positive Operating Results			\$ 1,382,440

*FY 16 – 75 Full Time Employees FY 17 – 74 Full Time Employees



- ### Miscellaneous Updates FY 17
1. Second Commander Position – General - \$9,727
 2. Union Negotiations - ?
 3. Signage and Façade Program – General - \$22,000
 4. AEDs - General – FY 16 \$13,800/FY 17 \$6,900
 5. Financial Feasibility Study (I-80 Triangle) – General - \$25,000
 6. Sign on 19747 Wolf Road – Tourism - \$8,000
 7. Website Upgrade – Tourism - \$11,500
 8. Paving of Parking Lots – Capital Imp. - \$111,000
 - ✓ Village Garage (Entrance & South Area - \$90,000)
 - ✓ ESDA Building (Front Street - \$21,000)

- ### Key General Fund Points
1. Sales tax continues to trend consistently higher
 2. Budget prepared with reduced LGDF – 50%
 3. Positioned to be risk protected with fund balance at \$3.66M (39%) at end of FY 17
 4. Fourth consecutive year of Net Positive Operating Results of.....
 - ✓ \$1.6M in FY 16
 - ✓ \$5.53M in four years!
-

Looking Ahead – General Fund

1. LGDF is subject to potential legislative action
2. Recommend maintaining GF balance level at levels above 33%. (Budgeted FY 17 is at 39%)
3. Should LGDF remain intact above levels utilized in budget.....



- ✓ Revisit any revised revenue estimates post budget adoption
- ✓ Determine most prudent use of revenue
- ✓ Take action according to direction of Board

Summary FISCAL 2016 Budget Amendments			
Fund Name	Budgeted Amount	Proposed Amendment	Reason/Funding Source
General Fund	\$8,863,248	\$10,250,000 +\$1,386,752	Additional Costs (costs associated with transfer to Police Pension, and Capital Imp., Repair & Replacement Funds/Additional Revenue and Fund Balance)
Performance Bond Fund	\$350,150	\$326,000 -\$24,150	Additional Costs (costs associated with refunds)/Additional Revenue and Fund Balance
Special Tax Allocation Fund	\$1,937	\$2,407 +\$470	Additional Costs (costs associated with IIF reporting requirements) /Fund Balance
IMRF/FICA/MC Fund	\$652,420	\$690,000 +\$37,580	Additional Costs (costs associated with retirement contributions)/Fund Balance

Proposed Budget Summary

Item Name	Operator Fund Balance	Revenue	Expenses	Ending Fund Balance
01 General	\$ 3,959,408	\$ 3,484,033	\$ 3,426,111	\$ 3,967,330
02 Audit	38,492	5,263	5,200	38,555
04 Performance Bond	739,897	201,200	201,200	689,897
05 Grants	77,319	40,150	50,260	67,209
06 Special Tax Allocation	146,709	37,070	2,705	181,074
07 School Crossing Guard	30,630	28,275	28,476	30,429
08 IMRF/FICA/MC Contribution	218,498	694,712	676,076	337,134
09 Police Pension	17,663,134	1,384,044	797,471	18,250,607
11 Motor Fuel Tax	838,818	607,416	455,231	890,903
16 Refuse	154,826	1,347,814	1,305,641	146,999
18 Water & Sewer	1,607,690	6,577,548	6,048,654	1,236,584
17 Municipal Parking Lot	169,413	217,070	285,733	90,750
19 Sewer System Capital Improv	1,500,676	192,176	1,024,400	668,452
20 Water System Capital Improv	2,664,206	465,427	479,800	2,650,833
21 Sewer Plant Replacement	794,400	1,400	144,200	651,600
22 Plant Expansion	5,315,170	8,000	79,800	5,243,370
23 Capital Improvement, Repair and Replacement	4,876,841	2,444,847	2,461,005	4,860,723
Totals	18,469,242	38,378,244	34,491,884	18,355,602

Budget Summary By Category

	FY 16 Budget	FY 17 Budget	\$ Inc/(Dec)	% Change
REVENUES				
Taxes	\$10,807,183	\$11,570,113	\$762,932	7.06%
Fees	\$200,000	\$170,500	(\$31,500)	(15.69%)
License/Permits	\$860,430	\$868,426	\$7,996	0.93%
Service Charge	\$8,935,390	\$8,824,308	(\$111,082)	(1.24%)
Grants/Trans.	\$294,826	\$280,983	(\$13,843)	(4.70%)
Development	\$180,000	\$352,418	\$172,418	95.79%
Other	\$1,654,457	\$1,532,696	(\$121,761)	(7.36%)
TOTAL	\$22,934,284	\$23,769,244	\$834,960	3.64%
EXPENSES				
Personal Serv.	\$9,232,813	\$9,516,365	\$283,552	3.07%
Commodities	\$1,716,813	\$1,514,607	(\$202,206)	(10.21%)
Contract Serv.	\$8,935,090	\$9,021,359	\$86,269	0.97%
Capital Outlay	\$4,302,040	\$3,407,353	(\$894,687)	(20.80%)
Other/Trans.	\$685,150	\$981,200	\$296,050	43.21%
TOTAL	\$24,871,906	\$24,467,884	(\$404,022)	(1.62%)

OPERATING FUND BALANCES

Fund	Begin FY '16	Begin FY '17	Ending FY '17	Recommended Amount	Variance	Actual %
General	\$3,445,717	\$3,659,486	\$3,664,388	\$3,121,513	\$542,875	39%
Water	1,206,329	1,053,236	720,078	1,242,453	(\$522,375)	14.4%
Sewer	523,182	554,454	516,504	494,711	21,793	26%
Parking Lot	122,905	169,413	200,750	71,433	129,317	50%

CAPITAL RESERVE FUND BALANCE

Fund	Begin FY '16	Begin FY '17	Ending FY '17
Water Capital	\$2,247,683	\$2,654,206	\$2,629,833
Sewer Capital	1,559,290	1,560,676	688,452
Sewer Plant Replacement	826,680	794,906	651,906
Sewer Plant Expansion	5,334,966	5,315,170	5,243,370
Capital Imp., Repair, Replacement	4,536,362	4,876,841	4,960,723
Totals	\$14,505,011	\$15,201,799	\$14,174,284
			-\$1,03M

Capital Repair and Replacement

FUND BALANCES IN ESCROW ACCOUNTS					Purpose
Accounts	Begin FY '16	Begin FY '17	Ending FY '17		
Municipal Parking Facilities (Restricted)	108,014	107,128	101,996		Funds escrowed for future repairs/improvements to the municipal parking facilities. Funds escrowed through unreserved parking lot fees.
Water Improvements (General Restrictions for Water Related Issues)	(1) Res. 756,211 (2) Res. 271,732	801,462	1,154,874		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 Lake Dam and Lake Water Joint System maintenance (New, Leton and Moken).
Municipal Facilities (Restricted)	145,897	277,942	182,517		Facility improvements/major upkeep can be funded through this account. This account has also been utilized to fund land acquisitions and facility expansion.
General Infrastructure (Transportation Projects) EAB Program (Restricted)	2,487,018	2,994,227	2,979,522		This account is available for road and other infrastructure projects and costs based on pending needs of the Village. The 1/4% sales tax provides revenue for the fund. Beginning in FY '14, the EAB program is also included as an infrastructure project.
	367,890	392,348	234,198		
	3,254,508	3,386,575	3,213,720		
Total	\$4,536,362	\$4,876,841	\$4,860,723		

FISCAL 2016 TRANSFERS

Fund From	Fund To	Purpose	Budgeted	Proposed
General	Police Pension	Td for Pension Contribution	\$ 0	\$ 600,000
General	Capital Improvement	Transfer for Capital Escrow	0	1,000,000
Performance Bond	General	Transfer Interest Earnings	370	940
Refuse	General	Interfund Service Charge	44,887	44,849
Water	General	Interfund Service Charge	80,333	80,333
Water	Capital Improvement	Lake Water Joint System Costs	35,000	35,000
Sewer	General	Interfund Service Charge	80,333	80,333
Parking Lot	General	Interfund Service Charge	75,324	75,324
Water System Capital	Capital Improvement	Water Improvements	100,000	100,000
TOTALS			\$ 416,433	\$2,016,923

*The difference in proposed transfers compared to budgeted transfers is \$1,600,730.

FISCAL 2017 TRANSFERS

Fund From	Fund To	Purpose	Amount
Performance Bond	General	Transfer Interest Earnings	\$ 1,200
Refuse	General	Interfund Service Charge	44,849
Water	General	Interfund Service Charge	80,333
Water	Capital Improvement	Lake Water Joint System Costs	35,000
Sewer	General	Interfund Service Charge	80,333
Parking Lot	General	Interfund Service Charge	75,324
Water System Capital	Capital Improvement	Water Improvements	100,000
TOTALS			\$712,189

Example Line Items Justifications

Account	Amount								
0100	1,000,000	0100	1,000,000	0100	1,000,000	0100	1,000,000	0100	1,000,000
0200	500,000	0200	500,000	0200	500,000	0200	500,000	0200	500,000
0300	200,000	0300	200,000	0300	200,000	0300	200,000	0300	200,000
0400	100,000	0400	100,000	0400	100,000	0400	100,000	0400	100,000
0500	50,000	0500	50,000	0500	50,000	0500	50,000	0500	50,000
0600	25,000	0600	25,000	0600	25,000	0600	25,000	0600	25,000
0700	12,500	0700	12,500	0700	12,500	0700	12,500	0700	12,500
0800	6,250	0800	6,250	0800	6,250	0800	6,250	0800	6,250
0900	3,125	0900	3,125	0900	3,125	0900	3,125	0900	3,125
1000	1,562	1000	1,562	1000	1,562	1000	1,562	1000	1,562
1100	781	1100	781	1100	781	1100	781	1100	781
1200	390	1200	390	1200	390	1200	390	1200	390
1300	195	1300	195	1300	195	1300	195	1300	195
1400	97	1400	97	1400	97	1400	97	1400	97
1500	48	1500	48	1500	48	1500	48	1500	48
1600	24	1600	24	1600	24	1600	24	1600	24
1700	12	1700	12	1700	12	1700	12	1700	12
1800	6	1800	6	1800	6	1800	6	1800	6
1900	3	1900	3	1900	3	1900	3	1900	3
2000	1	2000	1	2000	1	2000	1	2000	1
2100	0	2100	0	2100	0	2100	0	2100	0
2200	0	2200	0	2200	0	2200	0	2200	0
2300	0	2300	0	2300	0	2300	0	2300	0
2400	0	2400	0	2400	0	2400	0	2400	0
2500	0	2500	0	2500	0	2500	0	2500	0
2600	0	2600	0	2600	0	2600	0	2600	0
2700	0	2700	0	2700	0	2700	0	2700	0
2800	0	2800	0	2800	0	2800	0	2800	0
2900	0	2900	0	2900	0	2900	0	2900	0
3000	0	3000	0	3000	0	3000	0	3000	0
3100	0	3100	0	3100	0	3100	0	3100	0
3200	0	3200	0	3200	0	3200	0	3200	0
3300	0	3300	0	3300	0	3300	0	3300	0
3400	0	3400	0	3400	0	3400	0	3400	0
3500	0	3500	0	3500	0	3500	0	3500	0
3600	0	3600	0	3600	0	3600	0	3600	0
3700	0	3700	0	3700	0	3700	0	3700	0
3800	0	3800	0	3800	0	3800	0	3800	0
3900	0	3900	0	3900	0	3900	0	3900	0
4000	0	4000	0	4000	0	4000	0	4000	0
4100	0	4100	0	4100	0	4100	0	4100	0
4200	0	4200	0	4200	0	4200	0	4200	0
4300	0	4300	0	4300	0	4300	0	4300	0
4400	0	4400	0	4400	0	4400	0	4400	0
4500	0	4500	0	4500	0	4500	0	4500	0
4600	0	4600	0	4600	0	4600	0	4600	0
4700	0	4700	0	4700	0	4700	0	4700	0
4800	0	4800	0	4800	0	4800	0	4800	0
4900	0	4900	0	4900	0	4900	0	4900	0
5000	0	5000	0	5000	0	5000	0	5000	0
5100	0	5100	0	5100	0	5100	0	5100	0
5200	0	5200	0	5200	0	5200	0	5200	0
5300	0	5300	0	5300	0	5300	0	5300	0
5400	0	5400	0	5400	0	5400	0	5400	0
5500	0	5500	0	5500	0	5500	0	5500	0
5600	0	5600	0	5600	0	5600	0	5600	0
5700	0	5700							

Food for thought!	
<ol style="list-style-type: none">1. We have worked hard to curb costs while focusing on the most important <u>traditional services!</u>2. We are fortunate to have control over our financial destiny and able to survive changes we have no control over.3. <u>We should maintain a strong cash position and resist the urge to spend money because it is available.</u>4. Utilization of available cash should be.....<ul style="list-style-type: none">✓ Well thought✓ Serve established objectives✓ Not create any long term obligations	Questions, comments, clarifications Next.....Public Hearing on June 27 th with adoption that evening.
	

Discussion:

Village Administrator John Tomasoski informed the Board the public hearing and adoption of the FY 17 budget is scheduled for June 27, 2016. Mayor Fleischer asked the Board if they had any concerns or items they would like addressed regarding the FY 17 budget. The Board did not have items and thanked staff for their assistance in the preparation of the budget.

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.

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

Session #012

June 27, 2016

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 Budzyn

Absent: Joe Siwinski, Debbie Engler

Also present were: Village Clerk Patricia Patt; Village Attorney Carl Buck; Village Administrator John Tomasoski; 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.

DISCOVER MOKENA

Wallace DeMelo presented information on Prime Technology Solutions, an information technology corporation focused on Enterprise information management.

Brian Grove and Robin Urbaszewski presented information on the Lions Club and the services they provide to the community. They also provided information on their annual Firecracker Dance and related activities scheduled for July 18th.

COMMUNITY CALENDAR

Clerk Patt presented the community calendar.

CONSENT AGENDA

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

- a) Motion to approve minutes from the May 16, 2016 Work Session.
- b) Motion to approve minutes from the June 13, 2016 Board Meetings.

Trustee Mazzorana made a motion to approve Consent Agenda Items 5 (a) and (b) as depicted in the June 23, 2016 Request for Board Action prepared by the Village Administrator. Trustee Richmond seconded.

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

NAYS: (0)

Absent: (2) Engler, Siwinski

Motion carried

SPECIAL FINANCE REPORT

Finance Director Barb Damron presented the Bill List for the second accounts payable for June totaling \$140,915.45. She highlighted the following bills to be paid.

- \$ 23,546.00 Midway Tree Service Inc. – Tree Removal/EAB Program
- \$15,385.00 Midwest Water Group Inc. – Manhole Lining and Repair
- \$12,692.00 Physio-Control Inc. – AEDs (6)

Trustee Mazzorana made a motion to approve the monthly accounts payable in the amount of \$140,915.45. Trustee Metanias seconded.

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

NAYS: (0)

Absent: (2) Engler, Siwinski

Motion carried

PRESENTATIONS/APPOINTMENTS/PROCLAMATIONS

Fiscal Year 2016-2017 Appointments

Mayor ProTem

John Mazzorana

Village Administrator

John Tomasoski

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 Engler

PLANNING COMMISSION MEMBERS

Name	Date of Appt.	Term	Expiration
Joseph Cirelli	7-1-16	3 yrs.	6-30-19
Richard Cantwell	7-1-16	3 yrs.	6-30-19
Martin Bourke	7-1-16	3 yrs.	6-30-19
Tom Garvey (replaced Doug Heathcock)	7-1-15	3 yrs.	6-30-17
Mark Seliga	7-1-14	3 yrs.	6-30-17
Doug Heathcock (replaced Marc Schonwise) (Chair)	7-1-15	3 yrs.	6-30-17
Dan Ray	7-1-15	3 yrs.	6-30-18
Jim Perry	7-1-15	3 yrs.	6-30-18
Stan Lukas	7-1-15	3 yrs.	6-30-18

ZONING BOARD OF APPEALS MEMBERS

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

ECONOMIC DEVELOPMENT COMMISSION

Name	Date of Appt.	Term	Expiration
Paul Beneturski	7-1-16	1 yr.	6-30-17
August Badali	7-1-16	1 yr.	6-30-17
Jillian Hersted	7-1-16	1 yr.	6-30-17
Vacant			
Lee Kaz	7-1-16	1 yr.	6-30-17
Frank Lacny	7-1-16	1 yr.	6-30-17
Ed Jancauskas	7-1-16	1 yr.	6-30-17
Kirk Zoellner, Staff Liaison	7-1-16	1 yr.	6-30-17
Alan Zordan, Staff Liaison	7-1-16	1 yr.	6-30-17

COMMUNITY AFFAIRS COMMISSION

Name	Date of Appt.	Term	Expiration
Dee Block	7-1-16	1 yr.	6-30-17
Brandon McCurdy	7-1-16	1 yrs.	6-30-17
Debbie Engler (Chairperson)	7-1-16	1 yr.	6-30-17
Jerry Gucfa	7-1-16	1 yr.	6-30-17
Patricia Patt	7-1-16	1 yr.	6-30-17
Marietta Glass	7-1-16	1 yr.	6-30-17
Colleen Patrick Lenart	7-1-16	1 yr.	6-30-17
Tim Bussean	7-1-16	1 yr.	6-30-17
Kirk Zoellner, Staff Liaison	7-1-16	1 yr.	6-30-17

ELECTRICAL COMMISSION

Name	Date of Appt.	Term	Expiration
George Metanias (Chairman)	7-1-16	1 yr.	6-30-17
Chuck Keslin	7-1-16	1 yr.	6-30-17
Mike Hullinger	7-1-16	1 yr.	6-30-17
Vacancy (Electrical Supply Rep)		1 yr.	
Jim Smola	7-1-16	1 yr.	6-30-17
Alan Zordan	7-1-16	1 yr.	6-30-17
Jim Lally	7-1-16	1 yr.	6-30-17

LINCOLNWAY PUBLIC SAFETY COMMUNICATION CENTER

Name	Date of Appt.	Term	Expiration
Trustee Joseph E. Budzyn	7-1-16	1 yr.	6-30-17

LOCAL ADJUDICATION OFFICERS

Name	Date of Appt.	Term	Expiration
Lyman Tieman	7-1-16	1 yr.	6-30-17
Tim Ehlers (Alternate)	7-1-16	1 yr.	6-30-17
Raymond Wagner	7-1-16	1 yr.	6-30-17

POLICE PENSION

Name	Date of Appt.	Term	Expiration
Lee Kaz	7-1-15	2 yrs.	6-30-17
Scott Peters	7-1-16	2 yrs.	6-30-18

SITE PLAN/ARCHITECTURAL REVIEW COMMITTEES

Name	Date of Appt.	Term	Expiration
Doug Heathcock (P & Z)	7-1-16	1 yr.	6-30-17
Brian Dusak (Engineer)	7-1-16	1 yr.	6-30-17
Glen Smutny (Architect)	7-1-16	1 yr.	6-30-17
Chris Krestel (Architect)	7-1-16	1 yr.	6-30-17
Lang Beiswanger (Landscape Arch.)	7-1-16	1 yr.	6-30-17
Lt. Mark Sickles (Mokena Fire Dist.)	7-1-16	1 yr.	6-30-17
Jerry Guca (CA Commission)	7-1-16	1 yr.	6-30-17
Paul Pearson (Engineer Alternate)	7-1-16	1 yr.	6-30-17
Howard Stephens (Alternate)	7-1-16	1 yr.	6-30-17
Dennis Merz (Frankfort Fire Dist)	7-1-16	1 yr.	6-30-17
Chief James Grady (Alternate)	7-1-16	1 yr.	6-30-17
Jim Perry (P & Z Alternate)	7-1-16	1 yr.	6-30-17
Dee Block (CA Comm. Alt.)	7-1-16	1 yr.	6-30-17
Trustee Engler (Board Liaison)	7-1-16	1 yr.	6-30-17
Matt Ziska, Staff Liaison	7-1-16	1 yr.	6-30-17
Kim Yockey, Staff Liaison	7-1-16	1 yr.	6-30-17
Alan Zordan, Staff Liaison	7-1-16	1 yr.	6-30-17

WILL COUNTY GOVERNMENTAL LEAGUE

Name	Date of Appt.	Term	Expiration
Mayor Frank Fleischer	7-1-16	1 yr.	6-30-17
John Tomasoski	7-1-16	1 yr.	6-30-17
Trustee John Mazzorana (Alternate)	7-1-16	1 yr.	6-30-17
Kirk Zoellner (Alternate)	7-1-16	1 yr.	6-30-17

CHICAGO SOUTHLAND VISITORS AND CONVENTION BUREAU

Name	Date of Appt.	Term	Expiration
Ed Jancauskas	7-1-16	1 yr.	6-30-17
Kirk Zoellner (Alternate)	7-1-16	1 yr.	6-30-17

CHICAGO SOUTHLAND CHAMBER OF COMMERCE

Name	Date of Appt.	Term	Expiration
Mayor Frank Fleischer	7-1-16	1 yr.	6-30-17
Kirk Zoellner (Alternate)	7-1-16	1 yr.	6-30-17

SOUTH SUBURBAN MAYORS/MANAGERS

Name	Date of Appt.	Term	Expiration
Mayor Frank Fleischer	7-1-16	1 yr.	6-30-17
Trustee John Mazzorana (Alternate)	7-1-16	1 yr.	6-30-17
John Tomasoski	7-1-16	1 yr.	6-30-17
Kirk Zoellner (Alternate)	7-1-16	1 yr.	6-30-17

SOUTHWEST AGENCY FOR RISK MANAGEMENT (SWARM)

Name	Date of Appt.	Term	Expiration
Kirk Zoellner	7-1-16	1 yr.	6-30-17
John Tomasoski	7-1-16	1 yr.	6-30-17

SOUTHWEST AGENCY FOR HEALTH MANAGEMENT (SWAHM)

Name	Date of Appt.	Term	Expiration
Barb Damron, Finance Director	7-1-16	1 yr.	6-30-17
John Tomasoski	7-1-16	1 yr.	6-30-17

Trustee Budzyn made a motion to approve the proposed FY 16/17 appointments as denoted in the June 23, 2016 request for Board action submitted by Village President Frank Fleischer. Trustee Mazzorana seconded.

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

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS
 N/A

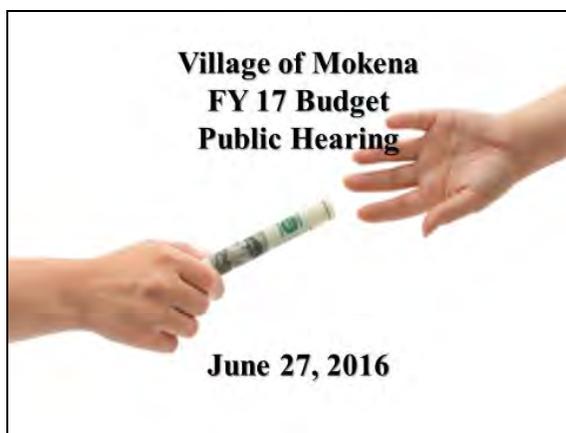
PUBLIC HEARINGS

Trustee Mazzorana made a motion to enter into a Public Hearing at Richmond p.m. to discuss the proposed Village of Mokena FY 16/17 Budget. 7:22 p.m. Trustee Richmond seconded.

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

Adoption of Proposed FY'16 Budget

Village Administrator John Tomasoski presented to the Board and to the public a power point presentation regarding the Fiscal Year 2017 Budget.



This Year's Budget Process.....

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

Five components of a solid budget process!

1. **Information** – Present in an accurate, comprehensive and meaningful manner
2. **Time** – Provide time to absorb, digest, and interpret the information
3. **Environment** – Balanced to deliberate good fiscal policy
4. **Awareness** - Of past, present and future
5. **Always Be Prepared** – Utilize Conservative Thought Process and Approach

Public Budgeting . . .

Information → Decision making → Execution

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

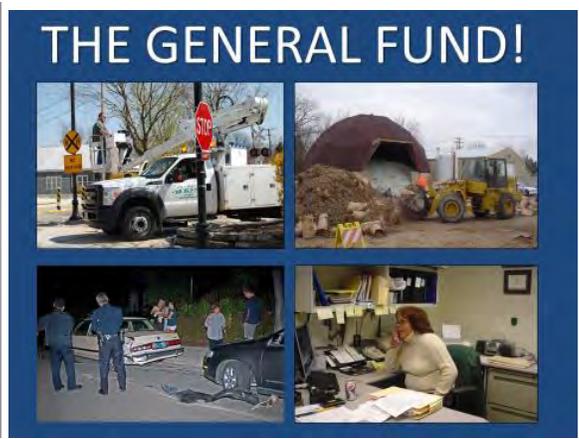
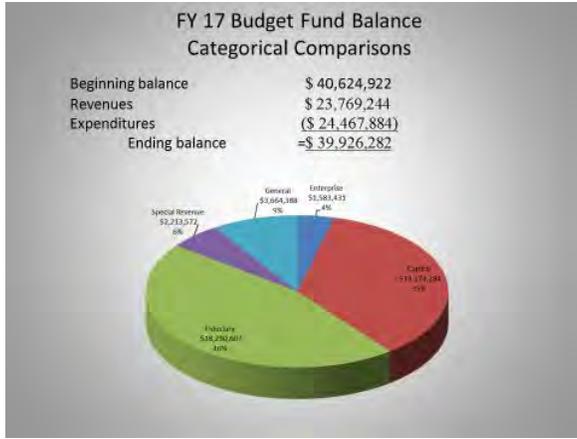
Direction →

Entire FY 17 Budget

Fund Name	Opening Fund Balance	Revenue	Expenses	Ending Fund Balance
01 General	\$ 3,659,488	\$ 9,454,033	\$ 8,459,151	\$ 3,654,368
02 Audit	18,932	4,283	6,200	16,995
04 Performance Bond	739,807	201,200	251,200	689,807
05 Tourism	77,319	40,150	50,260	67,209
06 Special Tax Allocation	146,799	37,970	2,706	182,063
07 School Crossing Guard	30,830	28,278	28,416	30,692
08 MRF/PICAMC Contribution	310,068	694,712	676,978	327,802
09 Police Pension	17,663,134	1,384,864	757,471	18,290,527
11 Motor Fuel Tax	836,919	507,416	455,231	889,004
15 Refuse	154,828	1,347,914	1,308,841	146,899
16 Water & Sewer	1,607,690	6,577,546	6,348,654	1,236,582
17 Municipal Parking Lot	169,413	317,070	296,733	200,750
19 Sewer System Capital Impro.	1,560,676	152,176	1,024,400	688,452
20 Water System Capital Impro.	2,654,206	456,427	479,800	2,630,833
21 Sewer Plant Replacement	794,906	1,200	144,200	651,906
22 Plant Expansion	6,316,170	8,000	79,800	6,244,370
23 Capital Improvements, Repair and Replacement	4,876,841	2,544,847	2,461,065	4,960,623
Totals	\$ 40,624,922	\$ 23,769,244	\$ 24,487,884	\$ 39,906,282

Total Budget Overview

	FY 16 Budget	FY 17 Budget	\$ Inc/(Dec)	% Change
REVENUES				
Taxes	\$10,807,181	\$11,570,113	\$762,932	7.06%
Fines	\$202,000	\$170,300	(\$31,700)	(15.69)
License/Permits	\$860,430	\$868,426	\$7,966	.93%
Service Charge	\$8,935,390	\$8,824,308	(\$111,082)	(1.24%)
Grants/Trans.	\$294,826	\$280,983	(\$13,843)	(4.70%)
Development	\$180,000	\$532,418	\$352,418	195.79%
Other	\$1,654,457	\$1,522,696	(\$131,761)	(7.96%)
TOTAL	\$22,934,284	\$23,769,244	\$834,960	3.64%
EXPENSES				
Personal Serv.	\$9,232,813	\$9,516,365	\$283,552	3.07%
Commodities	\$1,716,813	\$1,514,607	(\$175,206)	(10.21%)
Contract Serv.	\$8,935,090	\$9,021,359	\$86,269	.97%
Capital Outlay	\$4,302,040	\$3,407,353	(\$894,687)	(20.80%)
Other/Trans	\$685,150	\$981,200	\$296,050	43.21%
TOTAL	\$24,871,906	\$24,467,884	(\$404,022)	(1.62%)



FY 16 (Current Year)

	Budgeted	Anticipated	Positive Difference
FY 16 Revenues	\$ 8,944,925	\$ 10,452,833	\$ 1,507,908
FY 16 Expenditures	\$ 8,863,248	\$ 8,639,064	\$ 224,184
Ending FY 15			\$ 150,318
FY 16 Net Positive Operating results			\$ 1,882,410

General Fund Revenue Summary

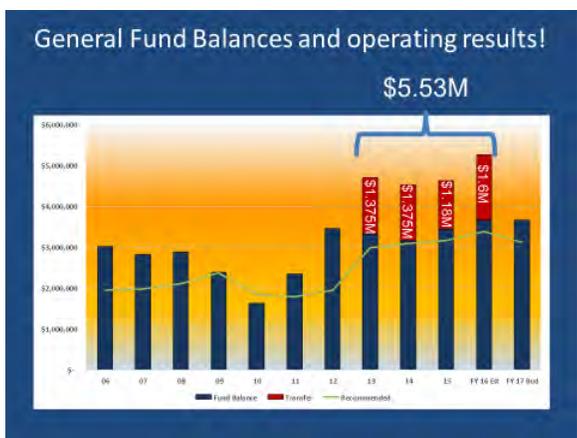
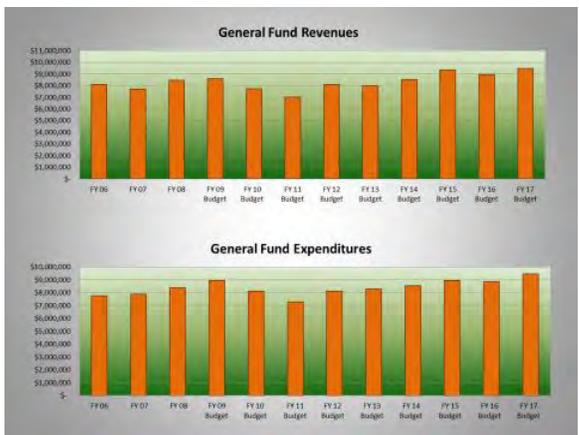
Revenues	Actual Fiscal '14	Actual Fiscal '15	Budgeted Fiscal '16	Estimated Fiscal '16	Budget, Fiscal '17	Amount of Change	% of Change
Taxes	\$7,198,383	\$7,761,282	\$6,966,947	\$8,344,766	\$7,502,216	\$535,269	7.68%
Licenses	\$654,327	\$657,679	\$659,430	\$686,304	\$681,426	\$21,996	3.34%
Permits	\$234,003	\$289,217	\$201,000	\$226,750	\$187,000	(\$14,000)	-6.97%
Intergovernmental Revenue - State	\$17,698	\$15,640	\$13,843	\$13,843	\$0	(\$13,843)	-100.00%
Intergovernmental Revenue - Local	\$280,983	\$280,983	\$280,983	\$280,983	\$280,983	\$0	0.00%
Excision Fees	\$81	\$24,436	\$0	\$23,344	\$6,318	\$6,318	N/A
Fines	\$232,640	\$239,535	\$202,000	\$176,600	\$170,300	(\$31,700)	-15.69%
Other Revenue	\$558,052	\$613,528	\$620,722	\$700,243	\$635,790	(\$15,068)	2.43%
Total Revenue	\$9,176,167	\$9,882,300	\$8,944,925	\$10,452,833	\$9,464,033	\$519,108	5.80%

- Tax Revenue up by +\$535K or 7.68%
- Sales Tax +\$516K or 10.6%
- Income Tax +\$28K or 3% (includes budgeting for only 50% of LGDF)
- Total Revenues +\$519K or 5.8%

General Fund Expenditure Summary

Expenses	Actual Fiscal '14	Actual Fiscal '15	Budgeted Fiscal '16	Estimated Fiscal '16	Budget, Fiscal '17	Amount of Change	% of Change
Personal Services	\$5,576,033	\$5,697,863	\$5,756,014	\$5,774,440	\$5,843,345	\$87,331	1.52%
Commodities	\$692,445	\$677,422	\$801,103	\$671,174	\$794,182	(\$6,921)	-0.86%
Contractual Services	\$1,247,835	\$1,448,907	\$1,743,487	\$1,784,945	\$2,043,537	\$300,050	17.21%
Capital Outlay	\$455,221	\$586,415	\$412,644	\$408,505	\$628,067	\$215,423	52.21%
Other	\$1,375,000	\$1,180,000	\$150,000	\$1,600,000	\$150,000	\$0	0.00%
G.F. Total Expenses	\$9,346,534	\$9,590,607	\$8,863,248	\$10,239,064	\$9,459,131	\$595,883	6.72%

=\$8.64M



What's The Formula?

$$f(x) = f(a) + f'(a)(x-a) + \frac{f''(a)}{2!}(x-a)^2 + R_n$$

$$R_n = \frac{f^{(n+1)}(c)}{(n+1)!}(x-a)^{n+1}$$

Success Leaves Clues

1. Cost containment.
2. Improved local economy
3. Overall GF Health

✓ Positive operating
✓ Adequate reserves

General Fund Summary

1. Solidly risk protected
2. Sales tax continues to trend consistently higher
3. Cost Containment remains a key objective
4. Net positive operating results = \$5.53M last four years.



Enterprise Funds and our customers

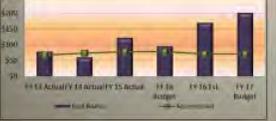
1. Parking Lot
2. Refuse
3. Water
4. Sewer



Parking Lot

250,500 customers

- **FY 17 Revenue = \$317.1K**
 - +\$11.9K
 - + 4%
- **FY 17 Expenses = \$285.7K**
 - - (\$28.7K) (Capital)
 - - (9%)
- **FUND BALANCE**



Refuse

359,000 pick ups

- **FY 17 Revenues = \$1,348M**
 - +\$92.7K
 - + 7.4%
- **FY 17 Expenses = \$1,357M**
 - +\$91.8K
 - +7.3%
- **FY 17 Fund Balance = \$146.1K**



Some Good News.....

1. Pilot Electronics Recycling Program
2. Free Leaf and Branch Pick up
3. Senior Citizen Discounts - \$27+/-



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 600 +/- 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 7,000 customer accounts on a 24/7 basis.



Water Operating Fund

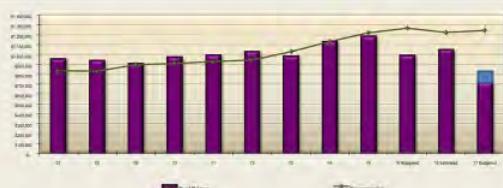
- **FY 17 Revenue Summary**
 - Budgeted= \$4.637M
 - (\$188.4K)
 - (3.9%)
- **FY 17 Expense Summary**
 - Budgeted= \$4.970M
 - (\$91.9K)
 - (1.8%)
- **FY 17 Fund Balance**
 - FY 16 = \$1,053M = (21.5%)
 - FY 17 = \$ 720K = (14.5%)
 - Decrease of (\$333K)



Water Operating Fund

OVERALL FUND CONDITION

- FY16 Net Positive Operation Results to leave fund + \$59K.
- FY 17 Fund balance to decrease by (\$333K) to \$720K
- 14.5%...or \$522K less than optimal amount of 25%
- Should \$100K contingency not be spent= 16.5% or \$422K less
- Water costs equal 53% of budget
- Showing signs of structural weakness



FY 17 Water Rate Variables

- Current rates in effect since 1/1/15
- City of Chicago rate adjustment originally anticipated 1/1/16, then 6/1/16, and now 6/1/17
- No operational rate adjustments since that time
- Need to evaluate moving forward

Sewer Operating Fund

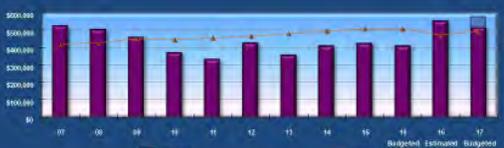
- **FY 17 Revenue Summary**
 - Budgeted = \$1.941M
 - +\$23.5K (\$.15/1000 rate adjustment)
 - + 1.22%
- **FY 17 Expense Summary**
 - Budgeted = \$1.979M
 - (\$51.2K)
 - (2.52%)
- **FY 17 Fund Balance Summary**
 - FY 16 = \$554K (29%)
 - FY 17 = \$516K (26%)
 - Decrease by (\$38K)



Sewer Operating Fund Summary

OVERALL FUND CONDITION

- Net positive operation results in FY 16 are expected to leave fund in better position by \$146K
- FY 16 budgeted fund balance \$408K with estimated fund balance of \$554K or 29%
- FY 17 fund balance expected to decrease by \$38K to \$516K or 26%
- The FY 17 fund balance is above the 25% target level by \$22K
- If \$50K contingency not utilized fund balance @ 28% or \$72 more
- **Operational needs study will help determine future projects, timelines, costs and rate adjustments**



Summary of Water and Sewer Funds

- **Water**
 - Shows signs of structural weakness
 - Continue to Monitor City of Chicago for rate adjustments
 - Need to evaluate operating cost components for potential rate adjustment prior to the next City of Chicago rate increase
- **Sewer**
 - Observe operating results with new centrifuge equipment
 - Review results of operational needs study anticipated in late FY 17
 - Last year of multi-tier rate adjustment \$.15/1000
 - \$1.20 per month
 - \$14.40 for fiscal year

Major Operating Funds

BALANCES						
Fund	Begin FY '16	Begin FY '17	Ending FY '17	Recommended Amount	Variance	Actual %
General	\$3,445,717	\$3,659,486	\$3,664,388	\$3,121,513	\$542,875	39%
Water	1,206,329	1,053,236	720,078	1,242,453	(\$22,875)	14.5%
Sewer	523,182	554,454	516,504	494,711	21,793	26%
Parking Lot	122,905	169,413	200,750	71,453	129,317	70%

Your Investments

1. Infrastructure
2. EAB Program
3. Facilities
4. Equipment



Your Infrastructure

- ✓ **\$1.1M**-resurface 4+/- miles of local roads.
- ✓ **\$302K**-to repair curbs, sidewalks, streets, lights, etc.
- ✓ **\$30.5K**- pedestrian related upkeep and improvements
- ✓ **\$35.5K**-Wetland upkeep



Your Facilities

- **\$111K**- Parking lots
 - \$90K- Village Garage
 - \$21K- ESDA Facility
- **\$758K**-To upgrade and replace filter system at WWTP



Your Equipment

- **\$415K+/-** Fleet Replacements
 - 3 Police SUVs
 - 1 End Loader
 - 1 2½ Ton Truck w/plow & spreader
- **\$378K+/-** General Equipment
 - ✓ Police/ESDA radio system upgrades
 - ✓ Portable and mobile radios
 - ✓ Equipment replacements and upgrades
 - ✓ Heavy equipment repairs
 - ✓ Utility system equipment upkeep
- **\$11.5K+/-** Website Upgrades



CAPITAL RESERVE FUND BALANCE

Fund	Begin FY '16	Begin FY '17	Ending FY '17
Water Capital	\$2,247,683	\$2,654,206	\$2,629,833
Sewer Capital	1,559,290	1,560,676	688,452
Sewer Plant Replacement	826,680	794,906	651,906
Sewer Plant Expansion	5,334,996	5,315,170	5,243,370
Capital Imp. Repair	4,536,362	4,876,841	4,960,723
Totals	\$14,505,011	\$15,201,799	\$14,174,284
			-\$1.03M

- ✓ WWTP Upgrades
- ✓ EAB Program
- ✓ Aggressive Infrastructure program

Cultural Philosophy

- ✓ Local sales tax all-time high!
- ✓ GF operating position in best shape ever!
- ✓ Pensions funded well
- ✓ Doing more with less?
- ✓ Cash reserves minimize uncontrollable risk



Sales Tax?

- Since recession sales tax has increased annually.....
 - An average rate of approximately 10%
 - An average dollar amount of \$498K+/-
- From \$3.9M to \$7.4M
- WHY?



“Traditional Retail”

You make a difference!



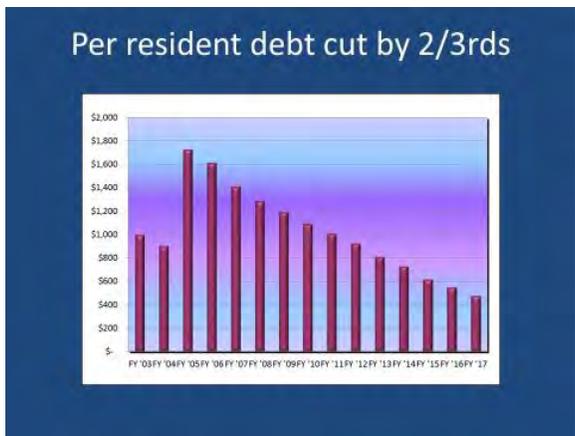


Debt Management

03-Aug-2015 13:34 EDT
 Standard & Poor's Ratings Services has assigned its 'AA+' long-term rating on the village of Mokena, Ill.'s series 2012 general obligation (GO) alternate revenue source refunding bonds.

AA+

Saving you over \$1.2M 😊



“Doing more with less”

Less than 4 FT Employees per 1,000 Customers

The 50 Safest Cities in Illinois — 2015

48. Mokena

Mokena named among safest cities in Illinois

Measured Cash Reserves.....

Always “Be Prepared”

- Protects customers from unforeseeable events and influences.
- Ensures customer service levels will not be interrupted.
- Allows time to logically develop corrective actions.
- Avoids ill-thought or hasty decision making.

Deadlock leaves uncertainty throughout state
Sourtown, June 1, 2016

Budget fight shifts to Nov. elections
Herald News, June 2, 2016

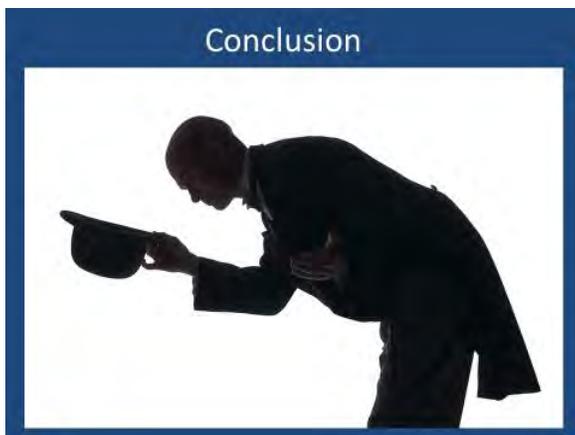
Fallout of Illinois budget feud grows
Herald News, June 10, 2016

Poll shows voters blaming Madigan over Rauner in budget impasse
Herald News, June 14, 2016

Gov: ‘Emotions . . . too high’ as budget dispute drags on
Sun-Times, June 15, 2016

Overall Budget Philosophy

- We have worked hard to curb costs while focusing on the most important traditional services!
- We are fortunate to have control over our financial destiny and able to survive changes we have no control over.
- We should maintain a strong cash position and resist the urge to spend money because it is available.
- Utilization of available cash should be.....
 - ✓ Well thought
 - ✓ Serve established objectives
 - ✓ Not create any long term obligations



Trustee Metanias congratulated and thanked Administrator Tomasoski and staff for doing a good job.

Trustee Mazzorana emphasized the importance of spending and cost containment.

Trustee Mazzorana made a motion to close the public hearing at 8:12 p.m. Trustee Metanias seconded.

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

Trustee Mazzorana made a motion to approve Ordinance No. 2016-O-015, an ordinance adopting the Mokena Annual Budget for the Fiscal Year 2016/2017

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

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

OLD BUSINESS

FY 16 Budget Amendments

The proposed amendments are a statutory requirement as a result of four funds exceeding the aggregate appropriated amount due to additional costs. The Village Board reviewed the proposed amendments at its June 13, 2016 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 four funds. The table below outlines the funds which are proposed for amendment.

Summary FISCAL 2016 Budget Amendments			
Fund Name	Budgeted Amount	Proposed Amendment	Reason/Funding Source
General Fund	\$8,863,248	\$10,250,000	Additional Costs (costs associated with transfers to Police Pension and Capital Imp., Repair & Replacement Fund)/Additional Revenue and Fund Balance
Performance Bond Fund	\$250,150	\$326,000	Additional Costs (costs associated with refunds)/Additional Revenue and Fund Balance
Special Tax Allocation Fund	\$1,937	\$2,407	Additional Costs (costs associated with TIF reporting requirements)/Fund Balance
IMRF/FICA/MC Fund	\$652,420	\$690,000	Additional Costs (costs associated with retirement contributions)/Fund Balance

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

Trustee Budzyn made a motion to approve Ordinance 2016-O-016 amending the Mokena Annual Budget for Fiscal Year 2015-2016 and to authorize the Village President and Village Clerk to execute the same. Trustee Metanias seconded.

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

NEW BUSINESS

Bid Recommendation for the FY 17 Traffic Signal Maintenance

Village Engineer presented a contract for the Village’s traffic signal maintenance program.

The traffic signal maintenance program consists of the routine maintenance of traffic signals under Mokena’s jurisdiction at twelve locations throughout the Village. Routine maintenance includes the replacement of burned out lamps, lenses, and batteries, cleaning of reflectors, alignment of all heads, and the checking of all connections. It also includes checking all timings, detectors, electrical components, and controllers, as well as the relays monthly to ascertain that they are functioning properly.

Emergency callouts, damage due to accidents, vandalism, or natural disasters are paid for on a time and material basis.

The following locations were specified in the bid package to be maintained by the contract:

- 1 195th Street & Wolf Road
- 2 LaPorte Road & Wolf
- 3 Front Street & Wolf
- 4 191st Street & Wolf
- 5 187th Street & Wolf
- 6 191st Street & 104th Avenue
- 7 191st Street & Grotovsky Drive
- 8 191st Street & 88th Avenue
- 9 191st Street & Hickory Creek Drive
- 10 191st Street & Everett Lane
- 11 Townline Road & Francis Road
- 12 Wolf Road & Mokena Marketplace entrance

Village staff is recommending a contract be awarded to H and H Electric for the program in the total bid amount of \$133.55 per location (\$1,602.60 per month) or \$19,231.20 annually. H and H's bid is 7% under the \$20,736 budgeted in the Village's motor fuel tax fund for traffic signal maintenance and emergency callouts.

H and H Electric has worked for the Village in the past, and was the contractor responsible for installing the traffic signals on 191st Street.

If approved, the contract with H and H Electric will run until June 30, 2018.

Trustee Mazzorana made a motion to award a contract for the Traffic Signal Maintenance Program MFT Section Number 17-00000-02-GM to the lowest bidder, H and H Electric Company, 2830 Commerce Street, Franklin Park, Illinois in the of \$1,602.60 per month and authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

Trustee Budzyn inquired about emergency callout rates. Are their rates similar to the other bidders?

Village Engineer Pearson explained emergency callout rates are not included in the bid and that the prevailing rate of wage would apply.

AYES: (5) Richmond, Metanias, Mazzorana, Budzyn, Fleischer

NAYS: (0)

Absent: (2) Engler, Siwinski

Motion carried

Bid Recommendation for the FY 17 Pavement Routing and Sealing Program

Village Engineer Paul Pearson presented a contract from Denler, Inc., of Mokena in the total amount of \$42,670 to route and seal 69,000 lineal feet of pavement cracks, encompassing approximately 5.2 miles of roadway including the Prairie Ridge subdivision and streets included in the Village's 2013 fiscal year resurfacing program (Creekview subdivision, Brightway subdivision, and the LaGrange Ridge Industrial Park).

Work includes the routing, cleaning, and sealing of transverse and longitudinal reflective cracks in the existing asphalt pavement. Additional maintenance procedures help to extend the lifespan of Mokena's roadways. More specifically, pavement routing and sealing assists in extending the life of pavement by sealing out water that would otherwise penetrate cracks until such time as complete maintenance and bituminous overlays can be scheduled for a particular roadway.

Funding for this contract work is budgeted in the motor fuel tax fund, and Denler's low bid is approximately \$21,330 (33% under) Mokena's programmed budget of \$64,000.

Trustee Metanias made a motion to award a contract for the Fiscal Year 2017 Pavement Routing and Sealing Program to the lowest bidder, Denler, Inc, 19148 S. 104th Avenue, Mokena, Illinois in the amount of \$42,670 and to authorize the Village President and Village Clerk to execute same. Trustee Richmond seconded.

Trustee Richmond inquired about expanding the patching program and looking at roads that were completed 8 to 10 years ago with the purpose of trying to extend their sustainability beyond the average 20 year life cycle.

Engineer Pearson explained that the program is reviewed each year. If needed, changes are made. Public Works Director Lou Tiberi also mentioned that staff attends pavement and resurfacing seminars annually to find innovative ways to extend the roadway's life cycle.

AYES: (5) Richmond, Metanias, Mazzorana, Budzyn, Fleischer

NAYS: (0)

Absent: (2) Engler, Siwinski

Motion carried

Bid Recommendation for the FY 17 Street Patching Program

Village Engineer Paul Pearson presented bid recommendation for the patching of various streets within the corporate limits of the Village.

Bid documents specified approximately 2,800 square yards of patching work to be completed by the successful bidder. The contracted patching work included in the bid package is necessary to repair damaged roadway areas that are too expansive for Village crews and equipment to process expeditiously and efficiently.

The lowest bidder was Oak Lawn Black Top of Mokena in the total amount of \$55,800. Their total bid price is \$24,200 (or 30%) under the programmed budget amount of \$80,000.

Due to the fact that this type of work is not exact and sometimes must be adjusted during construction due to road conditions, Village staff is seeking the Village Board's approval to allow staff to increase the scope of work to allow more patching to be completed up to an amount not to exceed the budgeted amount of \$80,000. Additional authorization will allow for approximately 1,200 additional square yards of patching (or 30% more) work to be done.

Trustee Richmond made a motion to award a contract for the Fiscal Year 2017 Pavement Patching Program to the lowest bidder, Oak Lawn Blacktop of Mokena, Illinois in the amount of \$55,800 and to award additional work under said contract to Oak Lawn Blacktop up to an amount of \$24,200 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, Budzyn, Fleischer

NAYS: (0)

Absent: (2) Engler, Siwinski

Motion carried

Bid Recommendation for the FY 17 PCC (Concrete) Pavement Patching Program

Village Engineer Paul Pearson presented a bid recommendation for the patching of concrete pavement on Wolf Road at various locations between 187th Street and U.S. Route 30, and on 191st Street near LaGrange Road.

Patching work will include routine maintenance to repair open cracks in the pavement and adjacent to manholes located within the pavement structure.

The pavement on Wolf Road is approximately eighteen years old, and ongoing maintenance will aid in extending the service life of the pavement.

Approximately 400 square yards of concrete patch work, along with traffic control, were included in the bid specifications.

The lowest total bidder was Davis Concrete Construction Co. of Alsip, with a bid of \$71,256. Davis' bid includes \$164 per square yard for patching and \$5,000 for traffic control. Their total bid is \$8,744 (or 11%) less than the Village's budgeted amount of \$80,000. Village staff is seeking the Village Board's approval to allow staff to increase the scope of work to allow more patching to be completed up to an amount not to exceed the programmed amount of \$80,000. Additional authorization will allow for approximately 50 additional square yards of patching (or 13% more) work to be done.

Village staff is recommending award of a contract this evening to Davis Concrete in the total amount of \$71,256 with extension per unit prices of the contract up to the Village's programmed amount of \$80,000.

Trustee Budzyn made a motion to award a contract for the Fiscal Year 2017 PCC Pavement Patching Project to the lowest bidder, Davis Construction Company, Alsip, Illinois, in the amount of \$71,256 and to award additional work under said contract to Davis Construction Company up to an amount of \$8,744 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 Mazzorana seconded.

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

Bid Recommendation for the Sidewalk, Curb and Gutter Repair Program

Village Engineer Paul Pearson presented a contract from Whiteline Construction of Chicago, Illinois, in the amount of \$64,300 to remove and replace approximately 7,000 square feet of sidewalk and approximately 650 lineal feet of curb and gutter.

A contract with Whiteline would provide for the removal and replacement of sidewalk panels throughout the community where they are severely cracked or present a trip hazard that cannot be remediated through the mud-jacking process. The contract would further provide for minor curb replacement work, mostly to repair drainage problems where basins and curb inlets have sunk.

The \$64,300 bid from Whiteline Construction is approximately 20% less than the Village's programmed budget amount of \$80,000 for the work. Although Whiteline has not worked for the Village before, staff has checked references and received high recommendations from each of those references.

Village staff is additionally seeking the Board's approval this evening to allow staff to increase the scope of work to allow more sidewalk repairs to be completed up to an amount not to exceed the programmed amount of \$80,000. Additional authorization will allow for approximately 2,200 additional square yards (another 90 squares) of sidewalk to be repaired.

Trustee Metanias made a motion to award a contract for the Fiscal Year 2017 Sidewalk Repair Program to the lowest bidder, Whiteline Construction, 4722 S. Spaulding, Chicago Illinois in the amount of \$64,300 and to award additional work under said contract to Whiteline Construction in an amount up to \$15,700 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 Richmond seconded.

AYES: (5) Richmond, Metanias, Mazzorana, Budzyn, Fleischer

NAYS: (0)

Absent: (2) Engler, Siwinski

Motion carried

Bid Recommendation for the FY 17 Street Maintenance Program

Village Engineer Paul Pearson presented a contract from P.T. Ferro of Joliet in the total amount of \$730,072.38 to patch and resurface 4.01 miles of Mokena's roadways. The community's road maintenance program is funded with revenue the Village receives from the ½% sales tax for roadway improvements authorized by Mokena voters over a decade ago.

This year's program includes streets in the Marley Creek, Creekview West, and McCarthy Landings subdivisions, as well as portions of Revere Road and Union Street, Greenview Avenue, Roberts Road, and 197th Street.

P.T. Ferro's low bid came in approximately 33% under the Village's programmed amount of \$1,087,000. Village staff is subsequently recommending extension of the street maintenance program to include additional streets. Historically, staff will review streets to be included in Mokena's 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 nine additional streets of varying cost that could be added to the program (should favorable bids be received). Accordingly, this year staff is recommending adding Hickory Creek Drive, 189th Street at Hickory Creek Drive, and Old LaGrange Road to the program. The addition of these roadways will tack on an additional 0.95 miles and bring the total length of maintenance for this year's program to 4.96 miles. The cost of this additional work is estimated at approximately \$262,000 based on the unit prices in the bid proposal, and will bring the total cost of the street maintenance program to approximately \$992,700, which is still almost 9% under the programmed budget amount.

Trustee Mazzorana made a motion to award a contract for the Fiscal Year 2017 Maintenance Program to the lowest bidder, P.T. Ferro Construction Inc., Joliet, Illinois, in the amount of \$730,072 and to award additional work under said contract to P.T. Ferro Construction, Inc. up to an amount of \$262,000 and to waive the bidding requirements for said additional work based upon the competitive unit prices contained in the bid for services, and to authorize the Village President and Village Clerk to execute same. Trustee Richmond seconded.

AYES: (5) Richmond, Metanias, Mazzorana, Budzyn, Fleischer

NAYS: (0)

Absent: (2) Engler, Siwinski

Motion carried

PUBLIC COMMENTS

N/A

VILLAGE ADMINISTRATORS COMMENTS

Administrator Tomasoski requested Economic Development Director Alan Zordan to update the Board on development and business activities. Mr. Zordan, announced new businesses and highlighted businesses along 191st Street. He encouraged everyone to patronize the 191st Street businesses while the street is closed for through traffic.

Administrator John Tomasoski announced that former Village Administrator John Downs was awarded the Robert E. Morris Lifetime Achievement Award from the ILCMA.

TRUSTEE'S COMMENTS

Trustee Budzyn wished everyone a happy 4th of July. He encouraged everyone to attend the parade and reflect on the birth of our country. He also commented on the Village's good financial condition.

Trustee Mazzorana commented on the number of hours the Board worked in the late 80s, early 90's when Mokena experienced significant growth. He also wished everyone a happy 4th of July.

Trustee Metanias encouraged everyone to go to Annie's Cuchina. He also congratulated former Administrator John Downs on his award.

Trustee Richmond explained that in addition to the public hearing, the Board discussed the FY 17 budget at numerous meetings prior to tonight's approval. He encouraged everyone to celebrate the 4th safely.

CLERK'S COMMENTS

Clerk Patt congratulated her great-nephew along with his Little League team for winning the championship.

MAYOR'S COMMENTS

Mayor Fleischer echoed Trustee Richmond's comments regarding the budget. He wished everyone a happy and safe holiday.

EXECUTIVE SESSION

Trustee Mazzorana made a motion to enter Executive Session to discuss one or more of the following items: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity pursuant to 5 ILCS 120/2(c)(1) and collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees pursuant to 5 ILCS 120/2(c)(2). Trustee Richmond seconded.

RECONVENE REGULAR SESSION

Trustee Budzyn made a motion to reconvene the regular session at 9:46 p.m. Trustee Mazzorana seconded.

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

NAYS: (0)

Absent: (2) Engler, Siwinski

Motion carried

Trustee Mazzorana made a motion to create the position of Building, Planning and Economic Development Specialist with the duties and responsibilities therein defined at a Grade 14 compensation level. Trustee Metanias seconded.

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

NAYS: (0)

Absent: (2) Engler, Siwinski

Motion carried

Trustee Mazzorana made a motion to reclassify Matthew Ziska from Building and Planning Specialist to Building, Planning and Economic Development Specialist, effective immediately at Grade 14, Step 6. Trustee Metanias seconded.

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

NAYS: (0)

Absent: (2) Engler, Siwinski

Motion carried

ADJOURNMENT

Trustee Mazzorana made a motion to adjourn the Regular Session at 9:50 p.m. Trustee Budzyn seconded.

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

Respectfully submitted,

Frank A. Fleischer, Mayor

ATTEST:

Patricia Patt, Village Clerk