

VILLAGE OF BEACH PARK
Minutes of the March 13, 2019
Finance Committee Meeting

Attendees:

Trustee Don Jensen – Committee Chair
Peggy McHugh – Finance Director
Jon Kindseth - Administrator

Trustee Regina Miller – Member
Trustee Linda Sittig – Member
Mayor Hucker

Roll call was taken and the meeting brought to order at 6:05 p.m.

February 20, 2019 meeting minutes: Chairman Jensen asked if there were any questions/updates in regards to the minutes from last month's meeting. Hearing none, minutes were approved as presented.

Budget: This meeting is to discuss the 2019-2020 budget year. The discussion started with questions that Chairman Jensen had sent in.

Administration Department:

Chairman Jensen had questions about payroll and it was explained it was due to allocation of staff to departments based on where staff costs should be allocated to. This has been adjusted and is now a more accurate picture.

Legal Expense:

Jon Kindseth proceeded to the legal expense line item. Discussion was had regarding legal and the impact of the change of corporate council coming this year.

Lawn and Sign Maintenance

Jon Kindseth then moved to lawn maintenance and sign maintenance. A discussion was had to move the sign maintenance and the Wadsworth median to TIF Funds. Jon Kindseth explained the plan moving forward is to charge to TIF where we can, which is an allowable expense, due to the fact that we are already paying the 10% increment contribution. Discussion was had on that philosophy.

Professional Fees:

The discussion then moved to professional fees and the increase in the priority session budget amount to \$8,000.00. Jon Kindseth gave an overview reason for the increase and potential revised format for the next annual priority session.

Peggy McHugh gave an overview of the Administration Summary sheet and discussion was had regarding the Public Works building debt service payment schedule and the remaining balance on the bonds that were issued to pay for the construction of the PW building.

Mayor:

The discussion was then moved to the Mayor's department and the liquor license violations as compared to the related legal cost, showing that the fines issued for violations pay for the legal. The increase in the Mayor's budget is mostly attributed to the sheriff's contract and the renewal in 2020.

Parks and Recreation:

The discussion was then moved to Parks and Recreation. Trustee Miller stated that the tents are costing more this year for the Memorial Day event. Made an addition of \$250.00 to the Memorial Day event budget to cover this increase. If we are looking to cut anything from here, we may want to consider eliminating the Luck of the Irish event as attendance has been down. We did add a little more to Beach Park Fest for our 30th Anniversary. The Committee is in favor of that. Chairman Jensen asked to try not to spend the full \$10,000.00 on Beach Park Fest. Jon Kindseth said we will do what we can to hold the costs down, as we always do.

Contracted Services/Herbicides - Parks:

Discussion was had on testing plots to see what they look like without treatments. Trugreen will test a plot to see what an untreated area looks like. Jon Kindseth pointed out that we are using a professional company to apply the treatments so this should ensure safe administration of the chemicals. Chairmen Jensen and Trustee Sittig think we should “go green” and stop treatments. Mayor Hucker said you can lose the grass if we do not treat and allow it to go untreated, not to mention the guaranteed negative comments that will be heard from residents. Jon Kindseth presented the benefits of a nice park area. If reducing or propose to eliminate, need to move slowly. Will try to reduce and do the test plot this year and see how it goes. More discussion was had.

Community Development Department:

Started the discussion with legal and said there is a reduction here that offsets the increase in Administration legal. Discussion of demolition and property maintenance line items was had, comparing year to year spending. We are not sure if we will receive any further funds from the APP1 grant program so the line items fluctuate. Discussion was had in regards to the Lewis Ave. property demolition and that public works will do this demo in house, on a concrete slab and can use the mini excavator.

Streets:

The first question was in regards to the mosquito treatments and whether or not it is effective. Chairman Jensen suggested we have Clarke Environmental come to the public works meeting to do a presentation. Committee was in favor and Trustee Sittig mentioned she would like to come to that presentation. The next item was snow removal and the increase due to salt purchases increasing and not knowing what price will be with the new contracts coming in. The village sold some salt and needs to replenish. Committee wanted to know if we are charging enough to those we sell fuel to. Jon Kindseth said we need to have more discussions on the fuel tank system before we invest in new software and we may need new tanks as well. May be able to work with Zion and create a joint fuel program. Discussion was had in regards to the janitorial expense and that we may need to increase the frequency of cleaning. We need to keep up with taking care of the facility.

General Fund Summary Sheet:

Jon Kindseth and Peggy McHugh stated that the budget is in balance and currently has a surplus. History shows revenue and expenses over the years have stayed pretty consistent. We have been able to do all of the programs we’ve needed or wanted to do, in line with priorities.

Water/Sewer Fund:

Jon Kindseth pointed out on the revenue side that new connection revenue has slowed now that SAA sunset is past. Also factored in COW increase on the cost of water to us, equal to plus 5% per 1,000 gallons effective May 1, 2020. Discussion was had on COW water supply contract and water quality.

Peggy McHugh pointed out that the payoff of the bonds has reduced water and sewer expense budget. Discussion was had on building a fund for infrastructure repair and replacement. The village is still relatively new and not fully built out so potential is there to generate revenue upon extension. Jon Kindseth opened a discussion on where storm sewer system expenses should go as we don't really have a revenue stream for this expense. Jon Kindseth said we may want to consider a storm sewer fee at some point. Discussion was had in regards to the issue and the current legislation being considered. Staff will continue to monitor.

The Committee is satisfied with the budget as presented and is in favor of it being presented to the Board for approval at the first meeting in April.

Monthly Finance Report:

Peggy McHugh stated that she does not have the finance report ready; however, trends are as they have been, no surprises to report.

Property Purchase:

Chairman Jensen moved to agenda item - property purchases. Jon Kindseth pulled up Lake County Mapping and the committee discussed the purchase of certain property. Jon Kindseth suggested we offer \$250.00 each and do quit claim deeds. The committee is in favor of the purchase and gave staff the go ahead to make the offer to Ms. Samborski.

Warrant List:

Chairman Jensen skipped the warrant list.

New Business:

None.

Public Comment:

None.

Adjourn:

Chairman Jensen asked for a motion to adjourn, Trustee Miller made the motion, seconded by Trustee Sittig.

The Finance Committee meeting was adjourned at 8:15 p.m.

Next Finance Committee Meeting:

Wednesday, April 17, 2019 at 6:00 p.m.