

**APPROVED
OAK PARK VILLAGE BOARD
FINANCE COMMITTEE MINUTES**

Tuesday, September 14, 2010

Meeting called to order at 7:32 pm in Room 130 at Village Hall

Present: President Pope, Trustee Hedges, Trustee Hale

Also Present: CFO Lesner, Fire Chief Ebsen, Police Chief Tanksley, Deputy Police Chief Ambrose, Reporter Marty Stempniak

Moved by Hedges, seconded by Hale to approve Finance Committee meeting minutes of Wednesday, September 1, 2010. All Ayes.

Discussed timing and agenda of meeting with pension boards on September 27th.

Trustee Hedges asked about the overall budget process and the roles departments played in the process. CFO Lesner gave a brief overview of the collaborative process between Finance, VMO and each Department.

Trustee Hedges inquired as to how new ideas are considered in the process. Police Chief Tanksley discussed a new initiative to replace the retiring patrol officer in charge of training with a civilianized position.

President Pope, Trustee Hale, Trustee Hedges and Police Chief Tanksley discussed the current sworn count in the department and debated how to budget for vacancies. Police Chief Tanksley discussed the current workforce and expected number of vacant positions. The current sworn count of 116 will be maintained.

Fire Chief Ebsen discussed the department's workforce and the need to keep certain headcount per shift to be able to operate and "run" all the necessary fire apparatus. Fire Chief Ebsen discussed how the department has had an unusual number of employees off sick due to on and off-duty related accidents, which is contributing to overtime costs.

Fire Chief Ebsen stated the Village was successful in receiving a "Safer" grant that awards the cost of two firefighters for two years. It is expected these additional firefighters will allow us to keep the sworn count at 59 with the expectation that 2 firefighters are planning on leaving service in FY 2011.

President Pope requested Fire Chief Ebsen to provide the discussion as to what are the minimal staffing requirements, per shift, for the Fire department in a memorandum.

After asking for any other questions, President Pope dismissed Fire Chief Ebsen, Police Tanksley and Deputy Police Chief Ambrose at 8:40 pm.

CFO Lesner reviews the upcoming Finance Committee meetings. Trustee Hedges discussed the agenda related to the Capital Improvement Plan (CIP). President Pope, Trustee Hale and Trustee Hedges discussed the possibility of moving the CIP budget process to its own timeline apart from the operating budget.

Trustee Hale requested an update on the implementation of Green Alleys that had been previously discussed. CFO Lesner stated that would be a good subject to add to the CIP meeting agenda.

Trustee Hedges commented that the recent announcement that the Village is considering increasing some parking rates appeared as though we had already made a decision. CFO Lesner stated that the Board requested staff to post notification of the intent to recommend rate increases by September 15th of each year. This is the process with any and all changes vetted and discussed through the annual appropriation process.

President Pope requested the Committee set aside time at a coming meeting to have a budget overview to generally review revenues and expenses. Trustee Hale commented that the Committee and staff needed to finalize conversations regarding fund balance policy –an item for discussion during the overview session. Trustee Hale requested CFO Lesner review analysis on the subject conducted by the Civic Federation.

President Pope requested CFO Lesner to provide agendas for the coming Finance Committee meetings which provide the high-level, important issues for discussion laid out clearly.

Trustee made a motion to adjourn. Trustee Hedges seconded the motion. All ayes. Meeting adjourned at 9:41 pm.