

APPROVED
Finance Committee Meeting
Wednesday September 7, 2011
Room 130, Village Hall

Call to Order 7:10

Present: Trustee Hedges, Trustee Tucker, President Pope, Trustee Brewer (7:15)

Also Present: Craig Lesner, Lisa Shelley, Chief Tanksley, Deputy Chief Ambrose, Daiva Sheldon (PD budget coordinator), Chief Ebsen, Deputy Chief Klemm,

Agenda Approved.

Minutes of August 30th approved. Trustee Tucker first, Trustee Hedges second.

CFO Lesner provided an overview of the internal process to develop the Department budgets. The budgets are a work in progress at this stage, both internally and as presented to the Committee, and may be modified prior to the Manager presenting a final draft to the Village Board during the budget overview sessions in October.

Committee members expressed an interest to see a more complete picture of the budget prior to reviewing individual budgets. Including performance measures and an understanding of the big picture of how the Manager sees the budget as advancing the community direction. The Committee asked if measurable goals can be reviewed.

Committee wanted to ensure that they had time to see what was going to be presented to the full Board in October. Need clarity on how this will work if the budgets they are reviewing are not the final recommendations of the Manager.

The Committee asked to review the department budgets in the (1) context of overall financials, (2) overall achievement of goals, and (3) need to compare/see what other departments are proposing at the same time to understand where the Village stands as a whole. What are the existing programs or new programs proposed?

Staff reviewed summary sheets with the Committee. Various revisions/corrections were discussed. The CFO will provide an updated sheet by the next meeting.

The Committee asked if there were any actions staff recommends in the next 5 years to deal with the potentially flat or declining revenues. Can we predict staff changes (ie retirements, etc) over the next 5 years to assist in the decision making?

There was continued discussion of parking fines and a confirmation that the PEOs' will be hired to full staff soon. Staff confirmed in the next few weeks all PEOs will be starting. The Board would like to see a follow-up to this issue in 6mths.

The Committee suggested taking another look at the projections and ensure we are not too conservative and more accurate.

What can we do about vehicle sticker compliance in the future? Rely on state data, work compliance into Police stops, etc.

Staff explained that they anticipate another year of moderate increases for health insurance – 5%.

The Committee reviewed the proposed Police Department financial sheets.

The Committee wanted to confirm that the recommended number of sworn personnel is 116. The CFO confirmed it is in the budget. The Board asked if a number greater than 116 be recommended since hiring is never at 100%. Staff replied that 116 is adequate. The Committee said that it is up to the Chief to recommend to the Manager how the 116 should be implemented, and the Board does not need to be involved in that organization.

Even though the Police mentioned that training may be reduced, the Committee mentioned that training is important and should be considered in the budget in general. The CFO stated that training is important but is always reviewed in the context of how to be more efficient in our training choices.

The Committee reviewed the proposed Fire Department financial sheets.

The Fire Department is seeking to hire a full-time Fire Prevention Bureau civilian to manage the fire inspections. The Department mentioned that the Village now has 2 firefighters funded from the SAFR grant. The Committee made a comment that this is something for discussion in next year's budget, whether the Village plans to fund these positions once the grant ends.

The Committee reviewed various statistics from the Fire Department. Discussion about 60% of the calls are for medical and a large number due to an aging population and/or addition of facilities with aging populations.

The Committee inquired as to how much of our ambulance fees we recoup?

The Committee asked if there are ways to be more efficient. Fire Department responded that consolidation is something to consider but reviewed the pros/cons for a town like the size of Oak Park. The Committee would still like to explore the possibility of regional consolidation in the future.

Staff reviewed the MABS system. The Committee asked if we can find a way to track our expenses for this operation even though we don't plan to recoup those costs with the towns we support.

The next department for review will be Public Works and Capital.

Meeting adjourned 9:35pm