



**CITY OF PROSPECT HEIGHTS  
CITY COUNCIL  
FISCAL YEAR 2017/2018 BUDGET  
MEETING MINUTES  
February 25, 2017 at 8:43am.  
City Hall  
8 North Elmhurst Road  
Prospect Heights, IL 60070**

**CALL TO ORDER** – Senior Alderman, Patrick Ludvigsen called to order the Fiscal Year 2017/2018 Budget Draft Meeting Special City Council Meeting at 8 North Elmhurst Road, Prospect Heights, IL 60070 at 8:42 am

**ROLL CALL** – City Clerk Morgan-Adams called the roll.

In attendance –Aldermen – Williamson, Rosenthal, Messer, Dolick, Ludvigsen and Williamson.  
(Absent- Mayor Helmer)

Also, present- City Clerk Wendy Morgan-Adams, Director Dan Peterson, Administrator- Joe Wade, CFO- CFO Hannon Hannon, Police Chief, Al Steffen, Treasurer- Richard Tibbits, Assistant to Administrator, Peter Falcone, Engineering, Steve Berecz

CFO Hannon – Introduced the proposed Budget draft. Initial Discussions took place and further discussions regarding how the accounting works and questions regarding how calculations and determinations are made by Hannon regarding deficits and funds available.

Discussions that council should first go to the Budget Highlights regarding new and/or larger budgeted items particularly since Water Committee members and Natural Resource Commission members were present. Started with the Water Committee their chair, Bob Korvas. He was given an opportunity to discuss their proposed budgets, goals and objectives, benefits to the community and arguments why the council should approve their respective budget amounts for the 2017-18 budget year. The council indicated a consensus tentatively for this budget request.

Department 310 (AV) was next. Richard Tibbets discussed his needs and how he has been coping with old and obsolete equipment and his need for new equipment. The consensus was that he should try to make due with \$10 thousand at this time for this year unless immediate need arose for repair or replacement of other equipment and further discussion took place.

Department 320- Administration. Discussions regarding 27 Computer replacements for all departments, server for Village Hall and repurposed server for PD, upgrade exchange for improved security and performance, to get City off old switch and onto the new networking equipment, upgrade security control access, and the like. Further discussions. Consensus was that there needs to be prioritization and a schedule to replace a certain number of equipment to keep costs done unless there is urgent need to repair and replace items.

Department 350- Public Works. Chief Steffen discussed signal replacement for 10 locations and the safety issues involved. Consensus was this is a safety need and should be done. Discussed electrical work for Christmas lights at the municipal lot at this time could be deferred. Discussed new roof for old section of Public Works building which is needed and stays in. Discussed Hillcrest Lake Herbiciding which city committed to doing. Discussed tree replacement program and cutting down costs to \$15,000.00 with 50% more (an additional \$15,000.00) to be paid by residents.

Natural Resource Committee chair, provided arguments for their budget request for supplies, benefits of their work to the community and their goals and objectives for the year and discussions of present elected officials and council regarding same.

Department 360- Public Safety- Discussed in detail regarding the deficit in funding of the police pensions and what additional funding was needed to increase funded balance to 65% and substantial arguments regarding same. Discussed NW Central Dispatch and new CAD assessment from dispatch, which is a safety need. Discussed department needs to replace police vehicle which can be added to next year's budget and further discussions.

Department 550- Discussed regarding a bucket truck and consensus to take it out of the budget. Discussed the East Willow road resurfacing and special projects and draining improvements (with Mt. Prospect ) which needs to be done.

Discussed Stonegate, Shawn, Maple, Oak, Stratford, Oakwood, issues. Discuss other Maple, Edward, Lancaster, Andover issues. Discussed Elaine Circle engineering (Storm Sewer issue).

Department 560 Discussed two new squad cars needed.

Discussed total General fund and issues regarding same.

Discussed MFT Fund- Road Construction: Rising of Willow Road. Discussions regarding Sidewalks- Schoenbeck and Willow Sidewalk Engineering.

Discussed Water Fund 51- New Back-Hoe to replace 1991 Ford Combination Back -Hoe

Discussed Sewer Fund 53- Relining and replacement of Sewer

Discussed televising of entire system

Discussed GIS system, Discussions and arguments regarding funds needed to start the developing of a City Town Center. \

Further discussions ensued regarding the General Fund- Discussed Special Revenue funds, motor fuel tax, Palatine/Milwaukee TIF fund, Tourism District, Development Fund, DEA Seizure Fund, Solid Waste Fund, SSAs "1,2,3,4,5,8, Debt Service Fund, Road Construction, SSA #6, Enterprise Funds, Water fund, parking fund, sewer fund, fiduciary funds, and more discussions on police pension funds.

Discussed MFT funds available, The Development Fund Loan, Restricted Police Funds, CIP Budget, Committed per GASB 54, Non-spendable TIF/Parking/SSA#1/SSA#8, and Available Funds Deficit.

Discussed Salaries and Fringe Benefit Summary,

Discussed 2017 Drainage Improvement Phase A. Discussed budgeted items 01-105,110,115,120,130,140,145,150,155,160,200,310,20,340,350,360, 365,370,380,390,400,520,550,560,600.

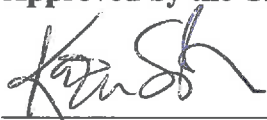
Discussed 11-100, and 11-500 budgeted items; Discussed 12-100, and 12-300, 400, and 500 budgeted items. Discussed other sections of budgeted items.

Discussed Prospect Heights Five Year Capital Reserve Plan issues.

At the end, there was a re- evaluation of Budget Highlight list of new or larger budgeted items and there was some changed consensus due to the large deficiency in the budget. Discussed items which were a definite need. Discussed Several items to set aside, take out or place on hold. Ms. Hannon will present an amended budget to discuss based on these changes at the workshop meeting on March 13, 2017. The vote on at the budget hearing will not be until March 27, 2017. For some of the items it was discussed that there should be more prioritizing and a schedule so that the city would not have to pay all the costs at once. Items taken out include but are not limited funds or the city center, electrical work for Christmas lights, the bucket truck, replacing police vehicles, certain road construction and rising of Willow Road except the engineering which is left in the budget, and various other budget items. Alderman Ludvigsen postponed discussion on holiday and special events to a later date and it isn't yet in the budget. Other items such as the funds for the water committee and natural resource committee, AV department funds and other budgeted items were placed on hold for further discussion at the March 13, 2017 meeting.

Alderman Williamson moved to Adjourn. All were in favor.  
Meeting adjourned at 12:18pm

**Approved by the City Council of Prospect Heights on this the 24<sup>th</sup> day of April, 2017**



Deputy Clerk Schultheis



Mayor Nicholas J. Helmer

