

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF SCHILLER PARK, ILLINOIS.
HELD IN THE BOARD ROOM OF THE VILLAGE HALL AT
9526 W. IRVING PARK ROAD, SCHILLER PARK, ILLINOIS 60176
MARCH 9, 2022**

I. CALL TO ORDER:

President Nick Caiafa called the meeting to order at 6:00 P.M.

II. ROLL CALL:

Upon roll call by Village Clerk Jos, the following Elected Officials were:

Present: President Nick Caiafa, Trustees: Marie Lukowski, Russell Klug, Joan Golembiewski, Tom Deegan, Robert Lima (6:03), Terri Sheridan, and Village Clerk Rosa Jos

Absent: None

Clerk Jos declared a quorum present.

Also present: Village Manager Brett Kryska, Assistant Village Manager Brian Bursiek, Mike Cesaretti, Tom Fragakis, Janet Matthys, Randy Splitt, Agnes Grochola, Mitchell Anderson, and Will Jacobson

III. APPROVAL OF MINUTES

IV. PERSONS WISHING TO BE HEARD:

V. BUSINESS:

The purpose of this meeting was to discuss the budget overview and the financial forecast for the Village of Schiller Park's upcoming fiscal year 2022/2023.

Village Manager Brett Kryska presented highlights within the General Fund operations, the special funds, the, and capital improvement funds. He presented a balanced budget for operations with a surplus in the general fund that includes funds from the American Rescue Plan Act and transfers to Parks and Recreation. Apart from gas and telephone utility taxes, revenue within the General Fund has been performing well versus the FY 21/22 budget. Increase in estimates for parking tax, Hotel/Motel, redlight fines, and building permits were noted.

Janet Matthys from finance presented the projected pension levy for the Police and Fire Department. She stated there is approximately 3% in pension contributions each year with a one-time spike every 4th year.

A presented financial forecast of the Village's General Fund showed projected surpluses. Village Manager Kryska noted that in years after FY 22/23, no transfers were factored into the projections. It was noted that the forecast is intended to present revenue and expense trends and may not reflect actual financial results. It is also intended to show a conservative outlook. It does not account for major disruptions as a result of the economy such as declines in sales or other taxes or an unexpected increase in expenses such as overtime or salt usage due to snowstorms or other unexpected events as an example.

Mr. Kryska mentioned that the forecast includes estimated revenues and expenses in the current fiscal year. It also includes budgeted numbers in the upcoming fiscal year. The expenses and revenues in the upcoming budget year and mostly used as baselines for each

projection in the forecast. Hundreds of assumptions for projections are included based on details for revenues or expenses. Typically, expenses and revenues vary in the actual approved budgets year-to-year and the projections may not reflect actual expenses or revenues in future years as it is intended to show trends. In addition, Mr. Kryska noted that the presented forecast does not include fixed asset replacements such as vehicles. It was noted that a fixed asset replacement long-term plan will be presented in the future to incorporate into the forecast.

Fire Chief Mike Cesaretti presented the proposed budget for FY 22/23. Factored into the upcoming budget is the Local 5230 labor contract that includes salary increases for Firefighters/Paramedic and Lieutenant positions. Health insurance expenses proposed for 22/23 are based on an estimated 7.5% increase. Other Professional Services have been significantly lowered based on actual department service needs. This line item is based on services needed to hire new firefighter/paramedics to fill vacant positions.

The Fire Department special projects requests included in the FY 22/23 budget are as follow:

1. Year 3 of 3 – Replacement of expiring Air Pack Air Tanks - \$12,000 (IL Fire Marshal Grant applied for)
2. Kitchen remodel/repair project - \$85,000
3. Apparatus floor resurfacing - \$35,000 (net of IPRF grant - \$15,000)
4. Command Staff stipend - \$2,600 per B/C (3)
5. Utility vehicle (2006 Ford Explorer) replacement - \$74,000
6. Part-Time Fire Prevention Day Bureau - \$30,000

The Village Manager asked board members to consider keeping these line items in the budget or remove them. Mayor Caiafa stated that the Village received Federal money and it was agreed to keep all items in the budget.

There was a discussion regarding overtime and full-time admin. The suggestion is to reduce over-time from \$325,000 to \$250,000, and the need to justify a full-time administration position that is currently not in the draft budget. Chief Cesaretti noted the requested overtime is to allow minimum staffing to be maintained. Over time also includes holiday pay per the Union Contract.

Police Director Tom Fragakis presented the Police Department's proposed 22/23 budget. He mentioned accomplishments and statistics on calls during the past year. Major budget factors included in the budget are as follows:

1. Two squad vehicles
 - a) One-carry over from the previously approved Police Department budget. If approved in the budget, a new vehicle in 22/23 would come out of the forfeited assets fund.
2. Increase in one officer position from 22 to 23 from the previous budget.
 - a) 20 officers
 - b) Three detectives
 - c) In addition, one temporary officer is in the budget to cover anticipated retirements.

The additional full-time position request is to maintain a minimum staffing per shift of 6 (5 officers and 1 sergeant).

Currently, an additional officer is in the draft budget.

There was a discussion regarding the budget increase in the Police Department. Mr. Kryska stated that a major factor is the projected personnel cost for 2023. Kryska is performing a study of our clerical functions in the Police Department. He recommends that the draft budget remains unchanged for now. Pending study results and additional State mandates will determine if changes need to be made to the budget.

VI. EXECUTIVE SESSION:

VII. ADJOURNMENT:

With no further business to conduct, it was moved by Trustee Lima, seconded by Trustee Lukowski, that the Committee of the Whole Meeting be adjourned.

Upon roll call the following voted:

Aye: Trustees: Lukowski, Klug, Golembiewski, Deegan, Lima, and Sheridan

Absent: None

Nay: None

President Caiafa declared the motion carried and this Committee of the Whole Meeting was adjourned at 8:27 P.M.


Rosa Gos, Village Clerk