

**MINUTES  
SPECIAL COMMITTEE OF THE WHOLE MEETING  
VILLAGE OF VERNON HILLS  
OCTOBER 31, 2009**

IN ATTENDANCE: President Byrne called the meeting to order at 8:32 a.m. The following Trustees were present: Hebda, Koch, Marquardt, Schultz, Schwartz and Williams.

Also present were Village Manager Allison, Assistant Village Manager Kalmar, Finance Director Nakrin, Police Chief Fleischhauer, Village Engineer Brown, Public Works Director Laudenslager, Building Commissioner Atkinson and Village Clerk Pelletier.

**1. FY2009/10 AND FY2010/11 BUDGET REVIEW.**

President Byrne stated the meeting was to discuss the current and future budgets in regards to the reduction of revenues and the possible reduction of services and staffing. Finance Director Nakrin stated earlier sales tax income projections had been optimistic and reviewed two revenue scenarios, a conservative and moderate methodology. The gap for the conservative methodology would be greater than the moderate on the revised revenue projections for the remainder of the FY2009/10 budget with the implemented budget cuts. The methodologies were applied to the FY2010/11 revenue projections and the FY2010/11 budget gap projections. Tracking of the sales tax revenues would need to be monitored to project the revenue and organization structures.

Finance Director Nakrin stated cuts in various contractual services could reduce expenses. Utility taxes remained constant with no growth. Capital equipment purchases would be deferred. Completion bond monies were retained due to the failure of final inspections being scheduled. Staff would be getting quotes in the near future for insurance. Staff reviewed the organizational chart with 108 full time employees and a number of unfilled positions. The Committee reviewed the Sales Tax Interruption Insurance and concurred to leave it alone.

Assistant Manager Kalmar reviewed the funding levels for the Community Development Department. With the reduction of building permit fees and inspections, it was a possible staff could be reduced. The use of consultants was discussed. Capital Improvement projects could be reduced. Various Insurance options were discussed, with the possibility of increasing the employee portion on premiums. The Career Development program could be eliminated in the next fiscal year. The service award luncheon could be suspended.

Police Chief Fleischhauer reviewed the funding levels for the Police Department. The Canine program could be eliminated. The Social Service Program could keep the employee, but eliminate funding to certain agencies. The Police Accreditation program could be suspended. The Police Open House could remain as well as National Night Out. The Holiday Mall patrol would not be eliminated. The Law Enforcement Expo at Westfield Hawthorn would not be eliminated. The Crime Prevention Program could not be eliminated, nor supplies. The school funded Resource Officers could remain. Vehicle purchases could be postponed.

Assistant Village Manager Kalmar reviewed the Senior Center Program. Recommendation was to increase membership fees and schedule luncheons at facilities in town versus out of town. President Byrne recommended other political entities could underwrite the luncheons.

President Byrne recommended the newsletter could be prepared in house and staff could prepare the video shows for cable, thus suspending the consultant services.

Mr. Kalmar reviewed the funding levels for the various memberships the Village belongs to. Recommendation was to eliminate the Lake County Partners membership. The recycling program budget could no longer be funded by the Village, with the residents picking up the mandatory expense. The Social Service Grants funding level could be reduced as discussed and President Byrne recommended fundraisers could be held to raise funds.

The Golf Course charitable event could be reduced and certain funding could be underwritten by sponsors. It was recommended a cash bar could reduce costs. The cost of the 4th of July event could be reduced with reduction in the evening entertainment. The cost of the Arbortheater event could be reduced with the reduction of concerts to four and the elimination of the movie. The Pageant could remain and the Committee discussed the possibility of requiring an entry fee to help reduce costs. The cost of the Oktoberfest could be reduced by eliminating a band and using a deejay. An entry fee to the event could also be implemented to reduce costs. The Holiday Tree Lighting and Fishing Derby funding levels could remain the same, as well as the VHHS Homecoming parade. The Village was committed for 2 years for the Bike Race event and funding could remain the same. Recommendation could be to have the organizer use outside contractors do the setup for the event.

The SWALCO funding level could remain the same. The Chamber fund level could be reduced by having a cash bar for the 2 mixer events. The Grants Attorney funding level could be cut in half with the possible renegotiation of the consultant's contract. The Village Board Training and Conference funding levels could be reduced by eliminating the NLC and ICSC conferences.

Public Works Director Laudenslager reviewed the funding levels for the Public Works Department. The funding levels could remain the same as budgeted for snow removal operations; mailbox replacement; catch basin and storm sewer cleaning; mosquito abatement; mowing and specialized landscaping. Parkway tree replacement could remain the same and staff could research whether a shared tree replacement with residents could be instituted. The annual flower planting could remain, as well as the natural area maintenance. The funding levels for prescribed burns could be done on a 3-year cycle. The Holiday lighting of various areas could remain the same as the FY2009/10 funding level. The SWALCO Electronic/Household waste funding could remain the same. The Seasonal Banner program could remain the same. The Street Lighting funding level could remain the same and staff could contact the Business Parks for cost sharing of the electricity. Fuel purchases could be reduced by the purchase of a lower octane fuel. The Traffic Signal maintenance funding levels could remain the same and staff could solicit cost sharing with the Fire Districts. The Vernon Hills Athletic Complex (VHAC) maintenance funding levels could remain the same. Staff could contact the Park District to provide services to reduce costs. The Holiday Light Show funding levels could remain the same.

The additional revenue fund levels that could be raised were the Natural Gas Tax, Telecommunication Tax, Food and Beverage Tax, Vehicle Sticker Tax and Business Development District Tax. The consensus of the Committee was to delay review until all cuts were assessed.

2. **ADJOURNMENT.**

Motion by Trustee Schultz, second by Trustee Williams approval to adjourn the Committee of the Whole meeting.

AYES: 6-Marquardt, Schultz, Schwartz, Williams, Hebda, Koch

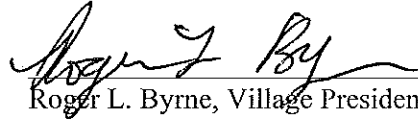
NAYS: 0-None

ABSENT AND NOT VOTING: 0-None

Motion carried.

Meeting adjourned at 3:35 p.m.

  
Linda Pelletier, Village Clerk

  
Roger L. Byrne, Village President