

**VILLAGE OF LINCOLNWOOD  
PRESIDENT AND BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE MEETING  
BUDGET WORKSHOP  
VILLAGE HALL COUNCIL CHAMBERS  
FEBRUARY 23, 2017**

**Call to Order**

President Pro-Tem Elster called the Committee of the Whole Budget Workshop meeting of the Lincolnwood Board of Trustees to order at 6:00 P.M., Thursday, February 23, 2017 in the Council Chambers of the Municipal Complex, 6900 North Lincoln Avenue, Village of Lincolnwood, County of Cook and State of Illinois.

**Roll Call**

On roll call by Village Clerk Beryl Herman the following were:

PRESENT: President Pro-Tem Elster, Trustees Bass, Patel, Cope, Elster, Spino, Klatzco

ABSENT: President Turry

A quorum was present. Also present: Timothy Wiberg, Village Manager; Ashley Engelmann, Assistant Village Manager; Charles Meyer, Assistant to the Village Manager; Heather McFarland, Management Analyst; Robert Merkel, Finance Director; Steve McNellis, Community Development Director; Laura McCarty, Director of Parks and Recreation; Katie Smith Gamroth, Superintendent of Recreation; Andrew Letson, Acting Public Works Director; Michael Hansen, Fire Chief; Ray White, Deputy Fire Chief; Robert LaMantia, Police Chief; John Walsh, Deputy Police Chief; Charles Greenstein, Village Treasurer

**Budget Workshop**

Mr. Wiberg provided an overview of the evening's agenda and introductory remarks regarding the state of the Village's finances and what is anticipated for the next fiscal year. A PowerPoint presentation was utilized for all discussions throughout the evening. The purpose of the Budget Workshop is to report on the current fiscal year condition and to receive broad policy direction from the Village Board as staff prepares the draft fiscal year 2017/18 budget. Mr. Wiberg stated that the country's unemployment rate should remain low for the next year and the economy is projected to grow moderately, approximately 2.2% growth.

**1. Budget Process/Village Operating Structure**

Mr. Wiberg noted that this process begins each year in October. The budget team is overseen by the Village Manager and Finance Director conduct the process. Draft budgets are due in December and reviewed with each Department in February in advance of the Budget Workshop. The Budget Workshop is an opportunity for staff to present the draft budget and discuss policy issues with the Village Board. In March staff meets with the Village Board Finance Committee to review the updated budget. The budget is presented for formal consideration to the Village Board in April.

**2. Discussion Concerning the Village's Fiscal Year 2016/2017 Year End Projections**

Mr. Merkel presented the year end General Fund projections for the current fiscal year. Actual revenues should be approximately \$1 million higher than budgeted due to Carrington building permit fees. Expenditures should be approximately \$200,000 lower than budgeted. The Village should have a strong fiscal year, with approximately \$1.2 million being added to the Village's General Fund reserve balance.

### **3. Discussion Concerning Fiscal Year 2017/18 Financial Forecast**

Mr. Merkel presented the financial forecast for Fiscal Year 2017/18. Revenues are proposed to be budgeted at \$20,688,569 and expenditures at \$21,387,720. The reason for the forecasted budget deficit is for planned capital projects that are scheduled for next year. The Village has accumulated ample fund balance to fund the projects.

### **4. Discussion Concerning Fiscal Year 2017/18 Policy Issues**

The following discussions ensued: Mr. Wiberg indicated that funds had not been included in the budget to perform a citizen's survey. The last such survey was completed in 2007. The Board directed that approximately \$14,000 be included in the budget for this purpose. Next Mr. Wiberg proposed including \$10,000 in the budget for signage for each sculpture in Centennial Park. The Board directed that a cheaper plastic version of the signs be included in the budget. Finally, Mr. Wiberg queried the Board concerning Holiday Lighting for the Village campus which would cost an additional \$30,000. The Board directed that the status quo for lighting should remain.

### **5. Other Funds**

Mr. Wiberg and Mr. Merkel discussed the three TIF Fund budgets, along with the MFT and special project funds. Mr. Wiberg indicated that there is no proposed water rate increase for the Water Fund. Finally the Capital Improvement Fund and Information Technology Fund were discussed and various questions answered.

### **Adjournment**

At 9:30 P.M. Trustee Cope made a motion to adjourn Committee of the Whole. Trustee Patel seconded the motion. The motion passed by voice vote.

Respectfully Submitted,



Beryl Herman  
Village Clerk