

PRESIDENT
Dr. James L. Discipio

VILLAGE MANAGER
Julia A. Cedillo

VILLAGE CLERK
Amanda G. Seidel



TRUSTEES
Rimas V. Kozica
Scott F. Mesick
Patricia B. Rocco
Marshall Seeder
Susan M. Storcel
LaVelle Topps

VILLAGE BOARD WORK SESSION MEETING

Tuesday, APRIL 10, 2012 – 7:15 P.M.

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Public Hearing Regarding the Proposed Budget (FY 2012-2013) for the Village of La Grange Park**
5. **Presentation – Construction Delivery Methods – Legat Architects (Marc Rohde)** (see Public Works Garage Committee Item for materials)
6. **Public Participation (agenda and non-agenda related)**
7. **Administration Committee Items**
 - A. Discussion – Agreement for Professional Services (Cagwood Consulting)
 - B. Discussion & Action – Village Electrical Aggregation Program
 - C. For Informational Purposes Only – Economic Development Strategic Planning Session Summary of Results
 - D. Discussion – Paperless Agenda Process – Purchase of Equipment
8. **Finance Committee Items**
 - A. Discussion – Adopt Five Year Plan FY 2012/13 – FY 2016/17
 - B. Discussion – Resolution Approving FY 2012-13 Annual Budget
 - C. Discussion – Salary Range Adjustment and Pay Plan Approval
9. **Public Works Garage Committee**
 - A. Discussion – Construction Delivery Methods
10. **Other Reports:**
 - A. Village Manager
Village of Westchester’s Sanitary Sewer Replacement Project
 - B. Village President
 - C. Village Clerk
 - D. Committee

VILLAGE BOARD MEETING
Tuesday, APRIL 10, 2012 – 7:15 p.m.

AGENDA (continued – Page 2)

- 11. New Business**
- 12. Executive Session - Motion to move into Executive Session for purpose of discussing *appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body according to 5 ILCS 120/2 (c)(1)***
- 13. Adjourn**

Next Village Board Meeting: April 24, 2012
Next Village Work Session Meeting: May 8, 2012



RULES FOR PUBLIC COMMENT

Village Board Work Session Meetings Village Board Meetings

1. Please step up to the microphone before speaking, and announce your name and address before beginning your comments.
2. After announcing your name and address for the record, you will be allowed to speak for three (3) minutes.
3. You may not use profane or obscene language and you may not threaten any person with bodily harm, or engage in conduct which amounts to a threat of physical harm.
4. (a) Agenda-related comments: The Village President reserves the right to disallow comments that are repetitive of comments previously made during the meeting, or comments that do not relate to agenda items.

(b) Non-agenda-related comments: The Village President reserves the right to disallow comments that are repetitive of comments previously made during the meeting, or comments that do not relate to Village business, Village services or Village governance.
5. The Village of La Grange Park complies with the Americans with Disabilities Act of 1990. If you require accommodations in order to observe or participate in the meeting, please contact Ms. Andy Bagley at (708) 354-0225 between 9:00 and 5:00 before the meeting so that the Village can make reasonable accommodations for you.

NOTICE OF PUBLIC HEARING

A public hearing will be held on the proposed budget for the fiscal year 2012-2013 for the Village of La Grange Park at 7:15 p.m., April 10, 2012, at the Village Hall, 447 N. Catherine Avenue.

This hearing will consider anticipated revenues and expenditures for fiscal year 2012-2013.

The public is invited and encouraged to attend this hearing and has the right to provide written and oral comments and suggestions respecting possible uses of funds.

A copy of the proposed budget is available for inspection at the Village Hall at 447 N. Catherine Avenue, La Grange Park, Illinois, and the La Grange Park Public Library, 555 N. La Grange Road, La Grange Park, Illinois, during normal business hours.

Amanda G. Seidel
Village Clerk

Agenda
Village of La Grange Park
Budget Hearing
April 10, 2012
7:15 p.m.

Public Hearing Procedure

1. Village President – Convene Public Hearing
2. Incorporate Legal Notice into the Record
3. Village President to Explain Procedure for Hearing
4. Village Manager to Summarize FY 2012-13 Budget
5. Questions or Comments from the Village Board
6. Questions or Comments from the Public
7. Chairman Closes Public Hearing

Administration Committee

Susan Storcel, Chairwoman
Rimas Kozica
Patricia Rocco

Village Board Agenda Memo

Date: April 3, 2012
To: Village President & Board of Trustees
From: Julia Cedillo, Village Manager *JC*
RE: Professional Service Contract – Cagwood Consulting

GENERAL BACKGROUND:

In April 2011, the Village Board approved a contract for professional services with Cagwood Consulting (Chris Ganschow) to serve as the Village's lobbyist and to represent the Village's interests in Springfield and at the federal level. The Board's action in 2011 was a renewal of the contract with Cagwood Consulting. Cagwood Consulting has served the Village since May 1, 2007, at an annual cost of \$27,000 (\$2,250 per month). The current contract expires as of April 30th and should be renewed if the Village desires Cagwood Consulting to continue to provide services to the Village.

Included with this memorandum is a new contract covering the period May 1, 2012 – April 30, 2013, providing for a new one-year term of service at the same cost as the previous year. The contract may be cancelled by either party with 30 days written notice. Also included is a report from Cagwood Consulting highlighting their activities.

MOTION / ACTION REQUESTED:

It is requested that the Village Board authorize the Village Manager to execute a contract for professional services with Cagwood Consulting covering the period May 1, 2012 – April 30, 2013, so that the Village may benefit from the relationships that have been established over the past twelve months.

MOTION: Move to authorize the Village Manager to execute a contract for services with Cagwood Consulting.

STAFF RECOMMENDATION:

Staff recommends that the Village authorize execution of a contract with Cagwood Consulting for the period May 1, 2012 – April 30, 2013. Over the past year, and prior to that, Mr. Ganschow has actively represented the Village in facilitating the processing of state capital grant funds, as well as in securing other funding for much needed water service infrastructure. In recent weeks, Mr. Ganschow has represented the Village in Springfield with regard to the preservation of protection of municipal revenues, the pension reform working group, and the Water Rate Protection Act. In addition to the bi-weekly reports to the Village, in recent months, Mr. Ganschow has been integral to the Village's efforts that seek to retain a local U.S. Post Office branch, as well as coordinating meetings with incoming state and federal elected officials as a result of redistricting. It is staff's recommendation that Village interests would be better served by continuity in representation at the state and federal levels.

DOCUMENTATION:

- Cagwood Consulting Contract
- Report to the Village Board prepared by Cagwood Consulting

Cagwood Consulting

Christopher A. Ganschow

345 Bloom Street, PO Box 786, Highland Park, Illinois 60035
(847) 323-5545 - fax (847) 681-9081 - cagwood@aol.com

With our more than 25 years of experience in communications and developing and executing public affairs strategies, Cagwood Consulting is uniquely positioned to assist the Village of La Grange Park in building key relationships, locally, in Springfield, and in Washington, DC. We can assist the Village in developing and delivering key messages to legislators, the media, residents and other important audiences.

Cagwood Consulting offers a variety of public affairs and communications capabilities for the Village including:

- **SEEKING ADDITIONAL FUNDING SOURCES:** Working to find unique sources of revenue for the Village at the federal, regional, state and local levels, and monitoring the progress of applications for grants and other funding earmarks, including a possible capital improvement bill;
- **MEETING WITH OFFICIALS AND STATE AGENCIES:** Facilitating meetings with officials, including elected legislators, and agency representatives at the county, regional state and federal levels in order for them to better understand La Grange Park's priorities;
- **DRAFTING LEGISLATION:** Meeting with Village officials to define the terms of specific legislation; and composing bills and identifying sponsors and co-sponsors;
- **ANALYZING LEGISLATION:** Analyzing legislation as it is introduced, determining its possible effects on the Village, as well as providing the Village with copies of these bills and any pertinent information regarding their status;
- **ATTENDING VILLAGE BOARD MEETINGS:** Upon request, attending Village Board and Committee meetings, as well as other special events;

- **GETTING THE MESSAGE OUT: Helping the Village of La Grange Park craft its message to residents about its public affairs priorities, including writing newsletter articles and news releases, and working with the media, if requested.**

At your convenience, I would look forward to further discussing with you how Cagwood Consulting might be of assistance to the Village as it moves forward into the future. Thank you in advance for your consideration.

About Cagwood Consulting

Christopher Ganschow brings two decades of experience to helping individuals & organizations meet their communications & public affairs priorities. He has assisted leaders in government, private industry & the non-profit sector in getting their message out to key audiences.

Ganschow has worked for five current and former Members of Congress, including Rep. Daniel Lipinski, who sits on the Transportation and Infrastructure Committee, in developing communications strategies and legislative initiatives, including the last three federal transportation bills. He has also worked with several clients, including most recently the Village of La Grange Park, Ill., in successfully obtaining funding in both Washington D.C. and Springfield to meet their infrastructure priorities.

His other clients have included the City of Aurora, Ill., the North Shore Sanitary District; Serafin & Associates; and the Park District of Highland Park, Ill. Ganschow is an award-winning writer and graduate of the University of Missouri-Columbia with a Bachelor's Degree in Journalism. He is active with the YMCA and Chamber of Commerce, among several civic, charitable and professional organizations.

Consulting Service Agreement

THIS AGREEMENT ("Agreement") is made as of May 1, 2012 ("Effective Date") by and between CAGWOOD Associates ("CAGWOOD") with offices at 345 Bloom St. (PO Box 786), Highland Park, IL and the Village of La Grange Park ("The VILLAGE") with offices at 447 N. Catherine Ave., La Grange Park, IL. CAGWOOD and the Village of La Grange Park may also be referred to individually as a "Party" or collectively as the "Parties."

RECITALS

WHEREAS, the VILLAGE wishes to retain CAGWOOD to perform certain consulting services subject to the terms and condition of this Agreement, and;

WHEREAS, CAGWOOD has represented to the VILLAGE that it is capable and is willing to undertake the performance of consulting services for the VILLAGE;

NOW, THEREFORE, in consideration of the payments to be made to CAGWOOD as provided herein, and in consideration of the mutual agreements and covenants contained herein, the VILLAGE and CAGWOOD agree as follows:

1. Term

The term of this Agreement shall commence on the Effective Date, and shall remain in effect for a period of one (1) year (the "Term").

Expiration of the Term shall not terminate any continuing obligations of the Parties, including but not limited to, those obligations set forth in subsequent sections and shall in no way be deemed to be construed as a restriction, limitation or waiver of either Party's rights to pursue any additional available remedy at law or equity.

The term of this Agreement shall cease upon cancellation by either Party with 30 days written notice.

2. Consulting Services

The VILLAGE hereby retains CAGWOOD, which hereby undertakes to exercise its best efforts to promote the business, products, reputation and interest of the VILLAGE through the performance of consulting services ("Services").

Consulting services include, but are not limited to, the following items:

- **SEEKING ADDITIONAL FUNDING SOURCES:** Working to find unique sources of revenue for the Village at the federal, regional, state and local levels, and monitoring the progress of applications for grants and other funding earmarks;
- **MEETING WITH OFFICIALS AND STATE AGENCIES:** Facilitating meetings with officials, including elected legislators, and agency representatives at the

county, regional state and federal levels in order for them to better understand La Grange Park's priorities;

- **DRAFTING LEGISLATION:** Meeting with Village officials to define the terms of specific legislation & composing bills and identifying sponsors & cosponsors;
- **ANALYZING LEGISLATION:** Analyzing legislation as it is introduced, determining its possible effects on the Village, as well as providing the Village with copies of these bills and any pertinent information regarding their status;
- **ATTENDING VILLAGE BOARD MEETINGS:** Upon request, attending Village Board and Committee meetings, as well as other special events;
- **GETTING THE MESSAGE OUT:** Helping the Village of La Grange Park craft its message to residents about its public affairs priorities, including writing newsletter articles & news releases, and working with the media, if requested.

Services will be provided directly by CAGWOOD, or where appropriate, by individuals or entities retained by CAGWOOD that CAGWOOD believes will help to accomplish the Services outlined in this Paragraph. The VILLAGE shall not be responsible for any fees owed to outside individuals or entities unless pre-approved by the VILLAGE. Furthermore, CAGWOOD represents that any individual or entity retained by CAGWOOD will be bound to the same obligations of CAGWOOD under this Agreement, including the obligation of confidentiality.

3. Compensation and Expenses

For and in consideration of CAGWOOD's performance of Services in accordance with the terms and conditions of this Agreement, the VILLAGE shall pay CAGWOOD a monthly retainer of \$2,250 (Two-thousand—two hundred fifty dollars).

If CAGWOOD determines that there is a need to incur additional costs and expenses in the performances of services hereunder, then in that event, VILLAGE shall reimburse CAGWOOD for the same, provided the nature, amount and circumstances thereof are fully disclosed to and approved by an authorized representative of the VILLAGE prior to the time such additional costs or expenses are incurred. CAGWOOD will provide a detailed accounting of all such additional costs and expenses.

4. Reporting

CAGWOOD shall provide periodic written reports to the VILLAGE summarizing the activities CAGWOOD has undertaken on the VILLAGE'S behalf. Said reports shall be submitted on a quarterly basis and shall include status reports on pending funding requests and other items deemed material to this engagement.

5. Compliance with State and Federal Laws

Both parties recognize and agree to comply fully with all applicable federal, state, and local laws regulating corporate political and marketing activities, and each agrees to fully comply with all applicable laws, decrees, rules, regulations, orders, ordinances, actions, and requests of any federal, state, or local government or judicial body, agency, or official pertaining to this Agreement.

6. Confidentiality

In rendering Services pursuant to this Agreement, CAGWOOD, its associates and employees may acquire or be exposed to confidential information or trade secrets concerning the business and operations of the VILLAGE or its affiliates. CAGWOOD agrees to treat and maintain all such information and data as the VILLAGE's confidential property and not to divulge it to others at any time or use it for private purposes or otherwise, except as such use or disclosure may be required in connection with performance of the Services or as may be consented to in advance and in writing by the VILLAGE. The confidentiality obligations hereunder shall not extend to: (i) Confidential information already in the possession of CAGWOOD without any obligation of confidentiality; (ii) Confidential information already in the public domain; or (iii) Confidential information independently received by CAGWOOD without any obligations of confidentiality. The obligations of CAGWOOD contained in this Paragraph shall ensure that any employees, agents, or subcontractors of CAGWOOD who have access or exposure to the aforesaid information shall be bound by these obligations of confidentiality.

7. Limitation on Damages

Neither party shall be liable to the other for any punitive, special or exemplary damages.

8. Governing Law

The parties agree that this Agreement shall be governed by and interpreted in accordance with the internal laws of the State of Illinois. This agreement will conform at all times with all applicable laws now and in the future regarding any registered agent business practice.

9. Counterparts

This Agreement may be signed in one or more counterparts, all of which together will constitute one and the same instrument.

IN WITNESS THEREOF, the parties have duly executed this Agreement as of the date first above written:

For CAGWOOD Consulting,

For the Village of La Grange Park

Its: _____

Its: _____

Signature & Date

Signature & Date

Cagwood Consulting

Christopher A. Ganschow

345 Bloom Street, PO Box 786, Highland Park, Illinois 60035
(847) 323-5545 - fax (847) 681-9081 - cagwood@aol.com

Activity Update April 2011 – April 2012

In the last 12 months, we have achieved some major successes on behalf of the Village of La Grange Park including:

- Partnering with Congressman Dan Lipinski and the U.S. Army Corps of Engineers to secure **\$500,000** in funding for the La Grange Road Water Main replacement project. The Village has working with USACE and the Congressman's office since 2008 to make this project a reality.

- Working with our state legislative contingent to finalize funding for the Public Works Facility rehabilitation. As you may recall, the Village secured **\$600,000** for the project in the 2009 Illinois Jobs Now Capital bill thanks to the efforts of:
 - **State Sen. Lou Viverito** - \$375,000
 - **State Rep. Mike Zalewski** - \$150,000
 - **State Rep. Bob Biggins** - \$75,000
 - *(Sen. Dan Cronin also secured \$100,000 for the 31st Street parking lot.)*

Sen. Viverito, Rep. Biggins and Sen. Cronin have since retired from the General Assembly, and combined with the state's overall poor financial situation, accessing the funds has been somewhat complicated. However, thanks in part to the efforts of their successors, in particular **Sen. Steve Landek**, the Village has been able to move the funds through the system expeditiously relative to many other communities awaiting Illinois Jobs Now money.

- We have also worked with our legislators in seeking their support for other funding requests, including a **\$20,000** grant for thermal imaging cameras for the fire department, and two pending **Illinois Green Infrastructure Grant** applications. At our request, several of our state and federal representatives wrote letters of support.

On the legislative front:

- We took part in two West Central Municipal Conference Springfield Drive-Down events, May 4 and March 28. **President Discipio, Village Manager Cedillo and Trustees Mesick, Rocco & Seeder** all participated.
- As part of the WCMC events and throughout the year, we monitored several legislative and public policy initiatives, including actively opposing or supporting proposals crucial to the Village and other suburban communities, including:
 - Contesting any cuts to the Local Government Distributive Fund (income tax revenue share), an idea widely discussed during the 2011 General Assembly session. La Grange Park could have lost as much as \$317,000 in funding had this proposal gained any traction. Our effort to fight LGDF cuts included –
 - Directly lobbying legislators;
 - Encouraging residents to send letters to their legislators; including providing sample drafts on the Village website;
 - Conveying our concerns to the local media, including submitting letters to the editor.

- Other legislative priorities have included:
 - Stopping changes to the Property Tax Extension Limitation Law that would hamstring municipalities from funding vital services;
 - Advocating for pension reform to control the skyrocketing costs of municipal employee, as well as state employee, pensions;
 - Fighting for relief from the City of Chicago's draconian water rate increases.

Another major challenge in the past year has been preserving the Village's Post Office on 31st Street. To that end we have:

- Worked with Postal officials in organizing a public meeting on the future of the La Grange Park facility on Nov. 1;
- Coordinated with Congressman Lipinski and his office to put together another community meeting on Jan. 30 for residents to express their apprehension about a potential closing of the facility;
- Contacted other legislators serving Illinois and our region to express our concerns, including:
 - **Sen. Mark Kirk**
 - **Sen. Richard Durbin**
 - **Congressman Mike Quigley**
 - **Congressman Luis Gutierrez**
 - **Congressman Danny Davis**
- Worked with Village staff and La Grange Park resident Thom Serafin in developing a telephone survey of residents seeking their input on the importance of the Post Office, and producing a video of resident comments for distribution to USPS officials and other decision makers.

During the past 12 months, we have also worked to assess the impact on the Village of the decennial legislative remapping. We monitored that process closely last spring, and President Discipio submitted testimony on behalf of the Village to the Illinois House Redistricting Committee in April.

La Grange Park will be served by new legislators, including Reps. LaShawn Ford and Sen. Kimberly Lightford, who are both unopposed in the November election. New Members of Congress for the Village potentially include Rep. Quigley, as well as Representatives Gutierrez and Davis, who also do not have opposition this fall.

To help ease this transition, we organized meetings with Rep. Ford & Sen. Lightford, as well as Congressmen Quigley and Gutierrez. All four have already been helpful to La Grange Park on several issues, including lending their support to funding requests.

We have also continued to build our relationship with Cook County Commissioner Jeff Tobolski, including attending his quarterly "Mayor's Meetings." At these events, we have had the opportunity to meet decision makers such as Forest Preserve Superintendent Arnold Randall and Aviva Bowen, Chief of Staff for Congressman Quigley.

Village Board Agenda Memo

Date: April 3, 2012

To: Village President and Board of Trustees

From: Traci Steger, Administrative Intern
Julia Cedillo, Village Manager 

RE: **Electrical Aggregation Program**

GENERAL BACKGROUND

Pursuant to the Illinois Power Agency Act, 20 ILCS 3855/1-92, municipalities such as the Village of La Grange Park are authorized to aggregate the electric loads of small commercial and retail customers located within the Village and to then solicit bids, select a retail electric supplier, and enter into a service agreement to facilitate the purchase of electricity on behalf of its residents and small businesses. The statute is a part of the state's electric deregulation efforts which allow customers access to competitive retail electric markets.

In accordance with that law, on December 13, 2011, the Village of La Grange Park Board of Trustees passed an Ordinance authorizing a referendum on the March 20, 2011 ballot which asked the public for authority to create an Opt-Out aggregation program for its residents and small business customers. La Grange Park voters approved the Referendum with 68.62% of La Grange Park voters voting "yes."

PLAN OF OPERATION AND GOVERNANCE

The Power Agency Act requires that the Village draft a "Plan of Operation and Governance" which outlines the process for selecting an electrical supplier. While the Village's consulting group, NIMEC, has assisted with the draft Plan, the Plan will undergo legal review this week. After legal review, the draft document will be included in the April 24th Village Board Meeting Packet. A representative from NIMEC will be present at the meeting to answer any questions at this point in the process. The Village Board need not approve the Plan, as it is recommended that it remain in draft form to be posted to the Village's website for public comment. It will also be distributed at each of the two required public hearings on the Electrical Aggregation Program. Ideally, the Plan would be later approved by the Village Board in May, after the Public Hearings have concluded.

PUBLIC HEARINGS

Also required by the Act, the Village must notice and provide two public hearings to be held by the Corporate Authorities in order to provide residents a meaningful opportunity to be heard regarding the Aggregation Program and this Plan. As such, the two public hearings have been tentatively set for May 8th and May 14th at 6:00 p.m. These dates have been confirmed with the Village's consulting group

NIMEC, as they will be present to answer questions on the Plan as well as the Program. At this time, staff is seeking concurrence from the Village Board that these dates meet with their approval.

TIMELINE OF MUNICIPAL AGGREGATION PROGRAM

March 20 th	Referendum passed
April 10 th	Village Board Work Session – Program Timeline and approval of Public Hearing Dates
April 18 th	Publish Notice for Public Hearing #1
April 23 rd	Publish Notice for Public Hearing #2
April 24 th	Village Board Meeting – Present Draft Plan of Operation and Governance
April 24 th / 25 th	Post Draft Plan of Operation & Governance on Village Website, promote in E-briefs and Cable Access channel
May 8 th	1 st Public Hearing at 6:00 p.m. (with Board Member consent)
May 14 th	2 nd Public Hearing at 6:00 p.m. (with Board Member consent)
May 22 nd	Village Boarding Meeting – Approval of Ordinance Authorizing Aggregation of Electrical Load and Adopting an Electric Aggregation Plan of Operation and Governance
June	NIMEC conducts Request for Proposal (RFP) for Electrical Load Bids

ACTION / MOTION

Motion to approve May 8th at 6:00 p.m. and May 14th at 6:00 p.m. (or other preferred time on 5/14/2012) as dates and times for the two Public Hearings, as required Illinois Power Agency Act. Notice of these meetings will appear in the Suburban Life newspaper.

DOCUMENTATION

Agenda Memo with Attachments, December 2011 Work Session

Village Board Agenda Memo

Date: December 7, 2011
To: Village President and Board of Trustees
From: Emily Rodman, Assistant Village Manager *ERB*.
Julia Cedillo, Village Manager
RE: Municipal Aggregation Referendum

GENERAL BACKGROUND

Municipalities may enter into electricity purchasing agreements on behalf of their residential and small business customers, known as “electrical aggregation.” Through electrical aggregation, customers receive competitive pricing on the open electrical market from energy suppliers that are not encumbered with existing long-term power agreements (such as those currently encumbering ComEd). Consequently, through electrical aggregation, consumers may realize an annual cost savings of 20-30% on their electricity bills until mid-2013, when ComEd’s power supply costs are anticipated to be reduced due to expiring contracts.

Please refer to the attached November 22nd Village Board materials for additional background information on municipal aggregation.

ANALYSIS

Program Options

Currently, there are two methods by which residents and small businesses may benefit from aggregation. Both programs are described below.

Opt-In Program: Under this program, individual residents and small business owners may elect to participate in an aggregated pool of customers and select a power provider through a competitive bidding process. While no voter referendum is required to implement this program, the expected cost savings to the consumer are reduced because the aggregated pool of customers served by each power provider is lower than an opt-out program would provide.

To proceed with an opt-in program, residents and small businesses join an aggregated pool of customers, select their power provider, and enter into an agreement with the new provider.

Opt-Out Program (Municipal Aggregation): Under this program the Village selects a power provider through a competitive bidding process. This program automatically places individuals and small businesses into the aggregated pool of customers under the

IMPLEMENTATION OF MUNICIPAL AGGREGATION

Staff believes that in order to proceed with municipal aggregation, the Village will need to utilize a consultant, as implementation of the program will be administratively burdensome. The required implementation steps include:

- Passing a Village Board Ordinance by December 31, 2011 to place referendum on March 20, 2012 ballot
- Educating/Publicizing benefits of referendum to residents and small businesses
- March 20, 2012 referendum
- Publicizing and conducting two public hearings to educate residents on their options
- Preparing and distributing a Request for Qualifications (RFQ) for electrical suppliers
- Reviewing the submitted bids, selecting a bid winner
- Negotiating and executing the winning supplier agreement
- Informing residents and small business consumers how to “opt-out” of program (done by electrical supplier)
- ComEd contacts residents with their rescission letter
- New power supplier becomes operational within 45-60 days (determined by contract)

Staff recommends utilizing NIMEC, as they are the leading consulting firm assisting municipalities with aggregation. They have successfully facilitated the process for 15 municipalities and they are currently working with several other municipalities. NIMEC does not charge the Village for their services, rather they are paid directly by the electrical supplier selected (the fees are based on energy usage). Because NIMEC’s fees are paid by the supplier, the fees are passed on to the consumer through the overall supply rate.

NIMEC has proposed a fee of \$0.0004 or 4/100 of a cent per kWh. Based on the Village’s 2010 usage rates, NIMEC estimates that their fee would be approximately \$19,000 annually (\$14,800 for residents and \$4,200 for small businesses). This equates to an annual cost of approximately \$3.48 per household (or 29 cents per household per month) and \$120 per small business (or \$10 per business per month). In order to maximize the potential cost savings for residents and small businesses, Village staff will attempt to negotiate a lower fee with NIMEC.

DOCUMENTATION

- Board Memo and Attachments – November 22, 2011 Village Board Meeting
- Questions About NIMEC – Email Responses by Sharon Durling
- Ordinance Providing for the Submission to the Electors of the Village of La Grange Park, Cook County, the Question Whether the Village Should have the Authority Under Public Act 096-0176 to Arrange for the Supply of Electricity for its Residential and Small Commercial Retail Customers who have not Opted Out of Such Program

4. David Hoover said that the group can get "too big". Please explain. It seems as though the bigger the better. For example if you could bid all of Cook County (3,000,000 +) residents, that would get you a very good price.

Big is good; however, there is a point at which the enormity of size would result in diminishing returns, i.e., less competitive pricing. That is because a population of 500,000—and even more so, 3 million—is such a large portion of the electric market to take on that a supplier would be unable to risk bidding so aggressively. To offer this large a supply in one contract from one supplier might negatively impact market prices, shifting them higher. Which is why we believe the optimum size of aggregation may be about 150,000 residents. Thus we will create several bidding groups.

Said differently: The absolute size may limit the number of suppliers able to take on such a big load. If a supplier were awarded the bid, they would then go to the market to buy/lock in that power. If the size were too big, generators would begin to realize a large purchaser has entered the market, and would start to raise prices. Much as if someone started buying large sums of IBM stock, it would begin to drive up the price.

5. He kept talking about the number of residents - shouldn't he have been talking about the number of "customers" - about 4,000 in LGP?

Yes, you are correct. Household accounts are what we deal with. We spoke in terms of population because people more often think in those terms.

We can extrapolate estimates of usage and savings from population or household figures. The 2000 census reported population of LaGrange Park at 13,295, with 5,432 households. To use the household figure: at an average monthly usage per household of 850 kWh/mo, a savings of two cents equates to \$204 per household per year, or \$1.1MM for the entire community. However, we rounded the figure down to a conservative savings estimate of \$800,000 to \$900,000. Note: that estimate does not even include savings that will also be enjoyed by small businesses.

All best,
Sharon Durling

Direct: 847-607-1804
sdurling@mac.com
NIMEC: Northern Illinois Municipal Electric Collaborative
www.nimec.net

417 Cherry Creek Lane
Suite 250
Prospect Heights, IL 60070
Fax: 847-392-9303

NIMEC
NORTHERN ILLINOIS MUNICIPAL ELECTRIC COLLABORATIVE
BANDING TOGETHER TO DRIVE DOWN PRICING

On Nov 22, 2011, at 10:23 PM, Julia Cedillo wrote:

ORDINANCE PROVIDING FOR THE SUBMISSION TO
THE ELECTORS OF THE VILLAGE OF LA GRANGE PARK, COOK COUNTY, THE
QUESTION WHETHER THE VILLAGE SHOULD HAVE
THE AUTHORITY UNDER PUBLIC ACT 096-0176 TO ARRANGE
FOR THE SUPPLY OF ELECTRICITY FOR ITS RESIDENTIAL
AND SMALL COMMERCIAL RETAIL CUSTOMERS
WHO HAVE NOT OPTED OUT OF SUCH PROGRAM

Recitals

1. Recently the Illinois Power Agency Act, Chapter 20, Illinois Compiled Statutes, Act 3855, added Section 1-92 entitled Aggregation of Electrical Load by Municipalities and Counties. (Hereinafter referred to as the "Act")

2. Under the Act if the Village seeks to operate the aggregation program under the Act as an opt-out program for residential and small commercial retail customers, then prior to an adoption of an ordinance to establish a program, the Village must first submit a referendum to its residents to determine whether or not the aggregation program shall operate as an opt-out program for residential and small commercial retail customers. If the majority of the electors voting on the question vote in the affirmative, then the Village President and Board of Trustees may implement an opt-out aggregation program for residential and small commercial retail customers.

3. The Village President and Board of Trustees hereby finds that it is in the best interest of the Village of La Grange Park to operate the aggregation program under the Act as an opt-out program and to submit the question to the electors in a referendum pursuant to the Act.

BE IT ORDAINED BY THE VILLAGE PRESIDENT AND VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF LA GRANGE PARK, COOK COUNTY, ILLINOIS, AS FOLLOWS:

Section One: The Village President and Board of Trustees of the Village of La Grange Park finds that the recitals set forth above are true and correct and includes the recitals in this Ordinance.

Section Two: The Village President and Board of Trustees finds and determines that it is in the best interests of the Village of La Grange Park to operate the aggregation program under the Act as an opt-out program.

Section Three: In the event such question is approved by a majority of the electors voting on the question at the regular election on March 20, 2012, the Village President and Board of Trustees may implement an opt-out aggregation program and if the Village President and Board of Trustees adopts the program the Village shall comply with all the terms and provisions of the Act.

Note: Going forward it is President Discipio's wish to use the term COMMUNITY DEVELOPMENT in place of ECONOMIC DEVELOPMENT. This Agenda item was written by AVM Rodman prior to her leave.

Village Board Agenda Memo

Date: April 5, 2012

To: President & Board of Trustees

From: Emily Rodman, Assistant Village Manager

Julia Cedillo, Village Manager 

RE: **Economic Development Strategic Planning Session – Summary of Results**

GENERAL BACKGROUND:

You'll recall that on February 27th, Village staff hosted an economic development strategic planning session with the Village Board. The purpose of the session was to provide the Village Board will information on retail trends and projections, review what the Village has accomplished to-date, get feedback on key economic development issues, and discuss how the Village could proceed with developing a comprehensive Strategic Economic Development Plan. Please see Attachment 1 for a copy of the PowerPoint presentation provided.

At the session, the Village Board was asked to provide feedback on 4 key questions:

1. What do you consider to be our community's biggest assets?
2. What do you consider to be our community's biggest challenges?
3. What would you like the Village's business community to look like in 10 or 20 years?
4. What do you see as the Village's role? How can the Village be an effective resource to businesses?

Please see Attachment 2 for a summary of the feedback provided by Village Board members to each of the above questions.

MOTION/ACTION REQUESTED:

None. For informational purposes only.

NEXT STEPS:

As discussed at the session, staff is in the process of gathering data on the Village's business community. Staff will review the compiled data and the results of February's Economic Development Strategic Planning Session at an upcoming meeting with the Commercial Revitalization Committee (CRC) in June (date to be determined).

Economic Development Strategic Planning Session
February 27, 2012
Village Board Feedback

What do you see as our community's assets?

- Proximity to:
 - Expressways and airports
 - Downtown Chicago
 - Public transportation
- Good schools
- Residents
- Parks
- Neighborhoods
- Customer base
- Stability
- Village Market
 - Prime location
 - Potential for corporate headquarters
 - Family Video
 - Availability of parking
- Potential in 31st Street Corridor
- Welcoming to new tenants

What do you see as our community's challenges?

- Lack of destination location
- Aesthetics of 7-11 strip mall
- Property owners not motivated to reinvest
- Unknown future of overpass over railroad tracks inhibits developments in surrounding area
- Lack of parking along 31st Street Corridor
- Parcel sizes are limited, difficult to add parking
- Overall financial/economic condition makes access to capital challenging
- Need commitment to support local businesses
- Mixed message on direction/intent of businesses
- Businesses need to better promote themselves
- Gathering data on community can be challenging
- Need better relationship with corporate owner of Village Market
- Hands off approach has been ineffective

How do you envision the Village's Business Community looks in 10 or 20 years?

General Comments:

- Small pet shop
- Update/remodeled business facades
- 2-3 national anchor tenants
- Aesthetic
- Dynamic
- Busy
- 100% business occupancy

31st Street Corridor:

- Vibrant mixture of specialty shops and businesses that cater to local residents
- Coffee shop near YMCA
- Walk-up business coffee shop/café, etc. neighborhood-oriented
- More restaurants
- Face lift
- More destinations like Mattone as anchors for small businesses that compliments them

Village Market:

- Completely redeveloped
- More tax generating retail uses

Barnsdale Corridor:

- Redeveloped to encompass expanded parks, multi-family residential, maybe office space or suitable light manufacturing
- Professional buildings/park
- Industrial buildings occupied

What role should the Village play in economic development? How can we be a resource to businesses?

- To become a resource for the business community
- Liaison to potential businesses
- Liaison - facilitator
- Guidance and support
- Nexus between commercial landlords and new business prospects
- To become an intermediary for businesses and landlords
- Be communicative
- “One stop shopping” with a community development coordinator who will answer all questions and shepherd the new business/developer through the process
- Evaluate the way we deal with/communicate with potential businesses and improve how we do so
- To help retain business
- To help with expansions
- To help attract new business
- Village to contact specific businesses directly – don’t rely on owners or the realtors they hire
- Need to incentivize
- Dynamic
- Active
- The Village needs to sell the Village (self-promotion)
- Inform/advertise our Village to business groups, etc.
- Village to provide a user friendly website for current and prospective businesses
- Great coordination with La Grange and Brookfield
- Village to maintain a working relationship with the La Grange Park Business Association

Economic Development Strategic Planning Session

Village of La Grange Park

February 27, 2012

Session Goals

- A. Market trends and projections
- B. Accomplishments
- C. Strategic Economic Development Plan
 - Obtain Village Board feedback (4 questions)
- D. Next Steps
 - Staff
 - Commercial Revitalization Committee

A. Market Trends

Current Economic Climate

- ▶ Labor market beginning to improve*
(exception: government sector)
- ▶ Unemployment rate decreased to 8.3% in January
(down 0.2% from December 2011)*
- ▶ Retail sales grew 7.7% in 2011
(compared to 6.4% in 2010)**
- ▶ Higher inflation led to the appearance of stronger demand**
- ▶ 3,196 store closings in 2011**

*United States Bureau of Labor Statistics

**International Council of Shopping Centers

2012 Projections*

- ▶ Labor market will continue to improve at modest rates
- ▶ Retail sales will increase 3.3% over 2011
- ▶ Store closings will likely increase
- ▶ Limited new retail space delivery
- ▶ Retail rents will rise 1-3%
- ▶ Emphasis on urban infill

*International Council of Shopping Centers

2012 Projections**

- ▶ Growth will occur at high-end/luxury retailers and discount/value retailers (e.g. Costco, Target) – mid-price point retailers will suffer
- ▶ Stores expected to do well include:
 - Health & wellness
 - Specialty grocers
 - Communication electronics & computer products
 - Sporting goods
 - Toys and hobby

**International Council of Shopping Centers

Current Trends**

- ▲ Big Box retailers continue to re-strategize
 - Smaller footprints
 - Re-conceptualized stores (e.g. Wal-mart, Best Buy)
 - Off-mall locations
- ▲ Consumer habits changing
 - 40-66% of sales influenced by technology (smart phone, social media, web)
 - Consumers focused on “value” or “experience”

*International Council of Shopping Centers

B. Accomplishments

Building a Foundation

- ▶ Land Use
 - 2006 Comprehensive Plan
 - 2008 31st Street Corridor Plan
 - 2011 Zoning Code
- ▶ Stakeholder Relationships
 - Partnering with the La Grange Park Business Association
 - Village Market

Building a Foundation

- ▶ Village Promotional Materials
 - Top 10 Reasons flyer
 - Outreach letter
- ▶ Commercial Revitalization Committee
 - Established mission and vision statements
 - Developed a "Draft Action Plan"

Commercial Revitalization Committee

Mission Statement:

The purpose of the Commercial Revitalization Committee is to assist and guide in the creation of a vibrant business community by recommending programs and actions that foster business retention, expansion and new business attraction in the Village of La Grange Park.

Commercial Revitalization Committee

Vision Statement:

Our Vision for the Village of La Grange Park is to be a catalyst to stimulate business growth within the community. We will achieve this vision by:

- 1. Having a clear understanding of our business community and the needs of our residents.*
- 2. Meet the needs of our business community by increasing the dialogue between the business community and the Village of La Grange Park.*

Commercial Revitalization Committee

- 3. Encourage current businesses to expand their operations within La Grange Park.*
- 4. Supporting and encouraging new businesses to locate in La Grange Park, progressing toward a vibrant and expanding business community.*
- 5. Assist in the facilitation of the development, improvements, and vitality of our key commercial areas: The Village Market, 31st Street Corridor, and the Barnsdale Manufacturing District.*
- 6. To improve the sustainability and quality of life for the residents of La Grange Park.*

C. Strategic Economic Development Plan

Plan Components

Identify:

Establish:

Delineate:

Incorporate:

ECONOMIC
ASSETS

Identify:

Assess organizational capacity and resources

- Personnel
- Financial investment/incentives
- Partnering organizations

Identify:

Document current conditions

- Gather data on existing businesses
- Build relationships with existing businesses
- Identify redevelopment/re-tenant opportunities

Identify:

Identify community assets

- Physical
- Demographic
- Social

Identify community challenges

- Physical
- Market-based
- Stakeholder

FEEDBACK QUESTION:

COMMUNITY/STAFF/STUDENT/TEACHER?

FEEDBACK QUESTION:

How many challenges?

Establish:

Consider where you want
the community to be:

- In 10 years
- In 20 years

What should be the Village's
role in:

- Business retention
- Business attraction

VISIONING QUESTION:

Village Board Agenda Memo

Date: April 4, 2012
To: President and Board of Trustees
From: Julia Cedillo, Village Manager *JC*
Re: Paperless Agenda Process – Purchase of Equipment

GENERAL BACKGROUND

Several months ago, members of the Village Board suggested that a paperless agenda process might be one way the Village could cost costs related to a paper based system for Village Board Meeting Agenda Packets. At the November 2011 Work Session, the Village Board contemplated the transition to a paperless agenda packet and discussed the iPad technology as an equipment option for accessing and viewing meeting materials

The November analysis illustrated that a transition to a paperless system would be cost effective when considering the costs and efficiencies related to staff time. While there would be an identified savings with regard to publication supplies, the cost of supplies are relatively inexpensive (about \$120 per month). The most substantial savings identified are associated with the reduction of staff time in copying, collating, assembling and delivering multiple packets. The November analysis is attached to this memo.

As a result of the November discussion, it was decided that the technology warranted further review and enlisted two pilot users to better understand the benefits of the technology in a meeting setting. Feedback from the Pilot Program is provided below.

FEEDBACK – PILOT PROGRAM

Feedback from the trustees who tested the iPad equipment generally stated that the equipment was easy to use during the course of a meeting. The Board packets become more navigable once the pdf files were book-marked. It was suggested that a navigator to specific page numbers would be helpful. One user suggested that it would be preferable if there was the ability to write notes directly onto the Adobe pdf document being viewed/reviewed. Another suggestion was to offer a split screen option, to allow for viewing and note-taking. It was also noted that the iPad would be an effective way to retain and organize all information related to the Village (agendas, contacts, documents, maps, photos).

Staff Comments: There are applications that allow for split screen viewing. There are also a number of applications for note-taking, but would require further evaluation to determine which would work best for most users. In the Adobe Reader program, the user can navigate to any page within the document by using the “scrubber bar” located at the bottom of the screen. The basic Adobe Reader does not allow for highlighting, note-taking or other editing. More advanced Adobe programs would be required for those functions, but would significantly increase the cost of the technology solution.

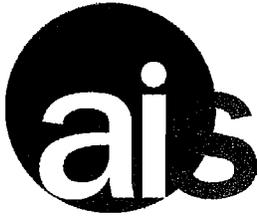
ACTION / MOTION

Motion to approve the purchase and installation of a paperless agenda solution, to include iPad equipment, website updates, and the installation of a wireless access point (includes set up and configuration), from the Village’s information and technology consulting company, AIS, All Information Systems.

(The Draft Budget must be amended to include this purchase.)

DOCUMENTATION

- Updated Quote for hardware and software - AIS
- Village Board Agenda Memo and attachments, dated November 2, 2011



Village of LaGrange Park

Account: 00685

Invoice: 17205

Thank you for your business.

Quote: \$9,202.44

Village of LaGrange Park

447 N. Catherine Ave

LaGrange Park IL 60526

Julia Cedillo

708-354-0225

abagley@lagrangepark.org; jcedillo@lagrangepark.org

Labor Charges

Employee	Description	Date	Hours	Rate	Total
Jeff P.	Training and setup		4.00	\$85.00	\$340.00
	Wireless setup and configure		3.00	\$85.00	\$255.00
sub total:					\$595.00

Service Charges

Service Description	Price
Website updates for electronic board packets	\$1,500.00
sub total: \$1,500.00	

Equipment Charges

#	Name / Description	Price	Tax	Total
16	Apple iPad2 WiFi 16GB	\$399.00	0.00%	\$6,384.00
1	Cisco Wireless Access Point	\$382.00	0.00%	\$382.00
16	iPad Carrying Case DE6278	\$21.34	0.00%	\$341.44
sub total				\$7,107.44

Quote: \$9,202.44

Please contact us to place this order

Notes

QUOTES: All labor entries are estimates. Travel time is not included in the quote. A final invoice of 'Actual Time' and 'Travel Time' will be billed when the project is complete. Any issues not listed in a quote will NOT be considered part of the project and will be billed in addition to the quote as a separate issue.

Village Board Agenda Memo

TO: Village Board & Trustees
FROM: Traci Steger, Administrative Intern *TS*
Julia Cedillo, Village Manager *JC*
DATE: November 2, 2011
SUBJECT: Paperless Agenda Process

GENERAL BACKGROUND

Several months ago, members of the Village Board suggested that a paperless agenda process might be one way the Village could cost costs, as it would reduce large volumes of paper used for meeting agenda packets. The purpose of this memo is to inform the Village Board of the research conducted by the Administration Department on the paperless agenda process as a method to cut resource costs, reduce the amount of staff time spent on agenda assembly, and remain current with information sharing technologies.

COST ANALYSIS

The Administration Department calculated the costs associated with the process to assemble paper packet agendas for Village Board Work Sessions and Board Meetings. These calculations consisted of costs related to producing color and black and white copies, paper, coverbinds, and labor costs for the Executive Secretary and Police Department. The total annual cost for the paper process is \$12,417.

Staff consulted with the Village's IT Service, All Information Services, Inc. for the costs of paperless technology. AIS recommend that we consider the purchase of Apple iPads for this use as it is less expensive and more portable than laptops and is very user-friendly. The costs associated with paperless agenda technology include 16 Apple iPads 16 GB and cases, and 1 wireless access point. The 16 iPads would be distributed to Village Trustees and Department Heads. Should staff not be included, there would only be marginal savings as paper consumption would remain relatively constant. The total one-time, upfront cost for paperless agendas is \$14,698.

The iPad has a useful life of 3-5 years. After the first year, the total paperless process cost decreases to \$6,760 for estimated maintenance costs for repairs as well as Executive Secretary labor costs to assemble the agenda. The three-year cost comparison chart is below for your reference. Should the replacement schedule extend to four years, there would be an additional cost savings of about \$6,000 to the four-year period. More detailed cost comparison charts are also attached for your review.

3 Year Cost Comparison Chart

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Total 3 Year Cost</u>
Paper Process	\$12,417	\$12,417	\$12,417	\$37,251
Paperless Process	\$14,698	\$6,760	\$6,760	\$28,218
			3 Yr Savings:	\$9,033

One consequence of moving to a paperless agenda process is that in order to realize a true cost savings; the Youth Commission packets would also undergo the transition. As such, the staff recommends that the Youth Commission would receive their agenda packets electronically, through email. The youth Commission would then review the paperless agenda at the meeting with the use of a laptop/iPad and overhead projector. Staff does not anticipate that this transition would be an issue as the younger generation is more likely to be accustomed to electronic paperless processes as it is more commonplace in schools, homework, clubs, etc. It should be noted that the cost savings associated with paperless agenda for the Youth Commission is figured into the cost analysis.

DESCRIPTION OF THE PAPERLESS PROCESS

Instead of preparing bound paper packets for each Village Trustee and Department Head, the electronic paperless process would consist of scanning one agenda packet into an Adobe Acrobat file. From there, Staff bookmarks the file according to the agenda. Then, the packet would be uploaded and posted on the Thursday before the Board Meeting into a secured area of the website. The Village website will act as a portal for the iPad to interface and access the secure folder on the Village's server. With iPads connected to wireless Internet, Trustees and staff can download the agenda in Adobe format from the Village's website onto their iPads where it will be saved as an icon on the iPad home screen.

The Administration Department does not suggest purchasing special software as AIS has recommended using Adobe to view and archive agenda packets. However, access to wireless Internet is necessary in order to be able to operate iPads. As such, AIS will install wireless Internet at the Village Hall; the equipment and labor associated with this service are included in the cost calculations for the paperless agenda process. Trustees and staff will also be able to use their iPads wherever there is wireless access, at home or on the go. Local coffee shops and restaurants that offer "wi-fi" are Panera, Caribou, and Starbucks. The iPads have substantial capabilities on a robust platform that will allow the Village to make use of them for other applications in the future.

In addition to the monetary savings that the paperless process will provide, electronic agendas will also help streamline the agenda preparation process and provide users with the searchability of older documents by creating an expandable document archive system.

MOTION/ACTION REQUIRED

Staff is asking for Board direction to transition to paperless meeting agendas.

CONCLUSION

The paperless agenda approach promises to simplify and modernize the agenda preparation process. This procedure will likely prove to be cost-effective as it will result in the reduction in paper volume and printing cost, a reduction in staff time that could be used for other projects, and a reduction in overtime costs when unexpected changes to the agenda occur.

Attachments:

- Detailed Cost Analysis for Paper and Paperless Agenda
- List of Communities Using Paperless Agenda
- AIS Proposal
- Local Newspaper Article Regard the Use of iPads for Paperless Agenda

Agenda Cost Analysis - Administrative Costs Only

Paper v. Paperless

Tasks	Administrative Monthly Costs	
	Paper - Current	Paperless
Executive Secretary Assemble Documents \$30*8 hours/month	\$240.00	240
Assembly/Preparing Newspaper Clips \$30*8 hours/month	\$240.00	240
Paper (7 Reams) 1 ream (500 sheets) = \$3.39*7	\$23.73	0
Color Copies \$.07335/page*94 sheets/Board and 120/Work Session	\$15.70	0
Black and White Copies \$.007/page * 1,881 sheets/Board and 2,407/Work Session	\$30.02	0
Coverbinds 1 carton (70 coverbinds) = \$122.5, 26/70 = .37(122.5)	\$45.33	0
Executive Session Assemble Packet \$30*12 hours/month	\$360.00	0
Police Department Service to Deliver Packets \$40*2 hours/month	\$80.00	0
Total Monthly Cost	\$1,034.77	\$480
Annual Cost	\$12,417.24	\$5,760

**Paperless Agenda Cost Analysis - Year 1
Administrative and Equipment Costs**

<u>Estimated Costs</u>	<u>Amount</u>
Executive Secretary Labor to Electronically Assemble Packet 16 hours*12 months*\$30	\$5,760
16 Apple iPads Wifi 16 GB 1 iPad = \$500*8	\$8,000
Cisco Wireless Access Point	\$382
16 iPad Carrying Cases 1 Carrying Case = \$21.34*16	\$341
AIS Training and Set-Up Charges 4 hours*\$85/hour	\$340
Wireless Set-Up and Configuration 3 hours*\$85/hour	\$255
Website Updates for Electronic Board Packets	\$1,500
Estimated Maintenance Costs	\$1,000
First Year Cost for Paperless Agenda	<u>\$ 14,689</u>

Paperless Agenda Cost Analysis - Year 2

<u>Estimated Costs</u>	<u>Amount</u>
Executive Secretary Labor to Electronically Assemble Packet 16 hours*12 months* \$30	5,760
Estimated Maintenance Costs (AIS)	1,000
	<u>\$6,760</u>

Municipalities Using Paperless Agendas

- 1) Brookfield, IL: Currently uses laptops, but the Village will be replacing them with iPads.
- 2) Lincolnwood, IL: Implemented paperless agendas in 2008, and has just approved the purchase of iPads for Village Trustees.
- 3) Woodridge, IL: In the process of implementing paperless agendas using iPad technology.
- 4) Manhattan, IL: Implemented the paperless agenda process in 2009 using laptops.
- 5) Carpentersville, IL: Village Board uses iPads.
- 6) Hanover Park, IL: Village Board uses iPads.
- 7) Wheeling, IL: Village Board uses iPads.
- 8) Geneva, IL: Paperless for over 10 years. They use a laptop.
- 9) Bensenville, IL: Village Board uses iPads.
- 10) Forest Park, IL: Issued iPads one month ago.
- 11) Riverside, IL: Half the trustees use them and half do not (choice).
- 12) Hoffman Estates, IL: Half the trustees use them and half do not (choice).
- 13) Montgomery, IL: is in the process of considering paperless, and have not made the change.
- 14) Lisle, IL: is in the process of considering paperless, and have not made the change.

Finance Committee

Patricia Rocco, Chairwoman

Scott Mesick

Marshall Seeder



MEMORANDUM

TO: President Discipio and Board of Trustees
FROM: Julia Cedillo *JC*
CC: Department Heads
DATE: April 2, 2012
RE: Five Year Plan Update

Attached to this memorandum is an update to the Village's Five-Year Plan. The purpose of the Five Year Financial Plan is to provide a budgetary framework for the Village to plan the management of its resources, revenues and expenditures in order to best serve the community. The attached Plan also contains a composite of capital expenditures for all departments and funds. Capital planning requires that infrastructure needs be examined on a regular basis and that repair and replacement of necessary equipment be planned over a multi-year period. The Plan and its development provides the basis for scheduling and prioritizing large capital expenditures over a five year period. Naturally, the key factor regulating the spending for these capital items is the availability of funding. Therefore, the Capital Plan is a needs analysis. Ability to purchase specific items will be determined with each year's overall budget preparation.

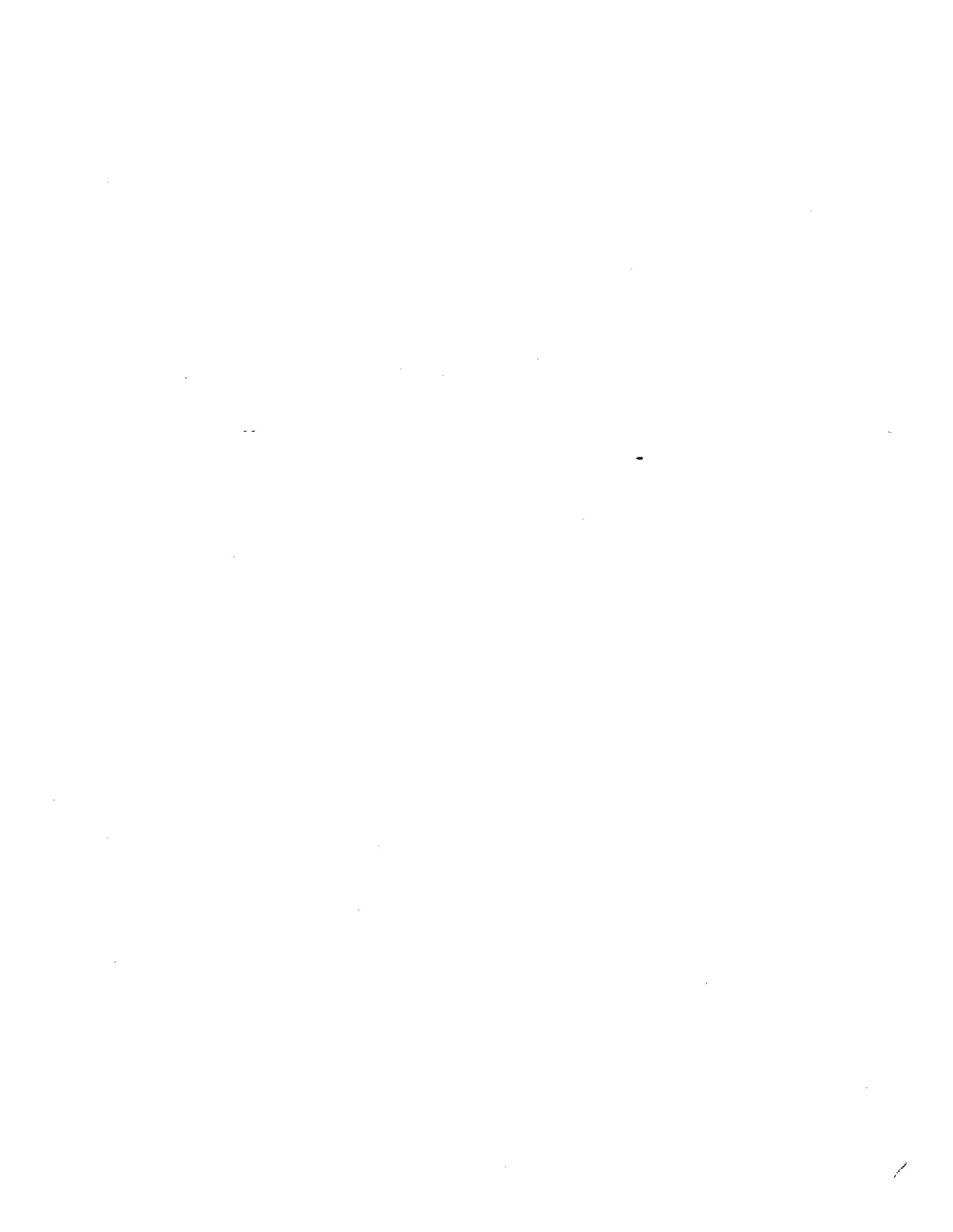
At this time, the Village is currently in a sound financial condition. In recent years, several adjustments to the operating budget and capital projects fund were made in anticipation of significant reductions in revenues trending as a result of the recession. Circumstances beyond our control will continue to impact our financial flexibility in future years. The Village is very dependent on real estate taxes and state shared revenues (money received by the State of Illinois and distributed to municipalities). The Village has little control over these revenues and is, in large part, dependent upon the performance of these revenues in making program and service decisions. As such, the assumptions used in the preparation of the plan have been conservative.

Consistent with the Village's last update to the Plan in 2011, the future financial outlook is not as bright as the forecast may have been in prior years. With projected revenues increasing only slightly for fiscal year 2012-2013, and ever increasing fixed costs related to providing services, the Plan illustrates that the next five years will be a challenge for the Village. As a non-home rule municipality, the Village has limited ability to generate revenue to address increased costs. However, it is recommended that in the coming year, the Village take action to position itself to meet the forecasted challenge by reviewing options for increased local revenue and greater cost efficiencies. For now, the Village will be required to continue being frugal with expenses as well as maintain cost efficiencies wherever and whenever possible.

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EXECUTIVE SUMMARY

The Five Year Plan covering fiscal years 2012/13 through 2016/17 is presented for the Board's consideration and review. The Plan includes projections of revenue, operating expenses and capital expenses for all of the Village's major operating funds. As a starting point, Budgeted and Projected revenues and expenses are shown for Fiscal Year 2011/2012. Fiscal Year 12/13 then serves as the starting point for the next five fiscal years. The assumptions used in prior updates of this Plan were:

- Staffing levels remain constant
- General Fund revenues rise 2.62% annually
- Personnel costs rise 4% annually

This document is divided into two sections. Section I provides a one page "glance" of the financial condition of each of the Village's funds with revenue and expense projections over the next five years. Section II of the document deals only with programmed capital expenses. The first two pages in Section II show the programmed expenses for each year regardless of funding source. The succeeding pages detail the programmed expenses and funding source for each fiscal year covered by the Plan.

REVENUE CHALLENGES

Overall revenue projections for the upcoming fiscal year are expected to continue on a very modest upward trend from the 2010-2011 fiscal year which experienced a significant reduction in revenues over the previous year. Staff estimates that revenues for the current fiscal year will experience an increase of 2% over 2010-2011, and the proposed budget anticipates a revenue increase of .7%. Please reference the chart below for greater detail.

		2006-07	2007-08	2008-09	2009-10	2010-11	Est. 2011-12	Proj 2012-13
Revenues								
	Real Estate Tax	3,114,955	2,561,221	2,839,623	3,127,629	2,872,450	3,151,200	3,150,000
	Sales Tax	492,881	501,913	512,115	487,961	477,264	475,000	485,000
	Other Local Taxes	1,096,658	1,230,313	1,251,563	1,179,471	1,193,479	1,164,000	1,168,000
	Licenses	306,215	301,985	298,362	296,187	293,594	285,100	286,100
	Permits	292,162	243,751	199,987	204,537	175,859	151,200	163,000
	State Income Tax	1,146,699	1,252,606	1,170,831	1,025,401	1,028,860	1,040,000	1,060,000
	Other Intergov. Revenues	221,598	312,395	247,271	202,332	244,953	255,000	237,000
	Charges for Services	348,447	318,631	397,159	412,030	402,335	368,700	389,200
	Fines & Forfeitures	161,846	171,018	168,805	130,013	134,541	131,200	124,700
	Miscellaneous Revenues	300,358	298,337	285,930	388,117	324,400	266,960	274,500
	Other Financing Sources	<u>30,000</u>	<u>30,900</u>	<u>31,827</u>	<u>32,782</u>	<u>33,765</u>	<u>34,000</u>	<u>35,000</u>
Total Revenues		7,511,819	7,223,070	7,403,473	7,486,460	7,181,500	7,322,360	7,372,500

The Five Year Plan assumes a 1% growth annually for sales tax, a 2% growth annually for income tax and a 3% growth annually for real estate tax. Although this Plan assumes that staffing levels remain constant, positions vacated one year ago, such as the Maintenance Worker II position in Public Works, have not been filled. Although this helps to control personnel expenses, this Plan assumes that personnel expenses will continue to increase 4% annually.



With projected revenues increasing only slightly for fiscal year 2012-2013, and coupled with ever increasing fixed costs related to providing services, the next five years will continue to be a challenge for the Village. It is recommended that the Village continue its focus on core services. Three years ago, the Village anticipated the prolonged effects of the recession and eliminated a number of Village programs. Since that time, the Village left some positions unfilled, set limitations on non-union employee wages, increased the employee's share of health insurance, and maintained a keen focus on careful spending and grant opportunities. This approach to fiscal responsibility has positioned the Village in such a manner where the Village has not experienced lay-offs, furlough days, or other drastic cost saving measures. This is due, in large part, to conservative fiscal management provided by the Village Board. Put simply, the Village doesn't spend much and is judicious with its resources.

CAPITAL SPENDING

The Plan, as drafted for the Board's review, includes more than \$9.9 million in capital spending over the next five year period and is divided as follows:

	Plan FY 12/13-16/17	Plan FY 11/12-15/16	Plan FY 10/11-14/15
Administration	103,000	89,900	111,500
Police	403,000	297,000	246,000
Fire	827,622	386,619	348,861
Public Works	665,000	524,500	283,750
Building	236,040	236,040	8,240
Streets & Infrastructures	2.35 million	2.7 million	2.79 million
Water Projects	2.48 million	1.93 million	1.47 million
Sewer Projects	1.48 million	1.8 million	1.35 million
PW Garage (Incl utility relocates)	1.37 million	1.24 million	600,000 (reserve)

The Plan provides for the following major capital projects / purchases:

YEAR 1

- South La Grange Road Water Main Project
- Beach Avenue Parking Lot Construction
- New Generator for Village Hall
- Public Works Facility Construction
- Public Works Facility Utility Relocates

YEAR 2

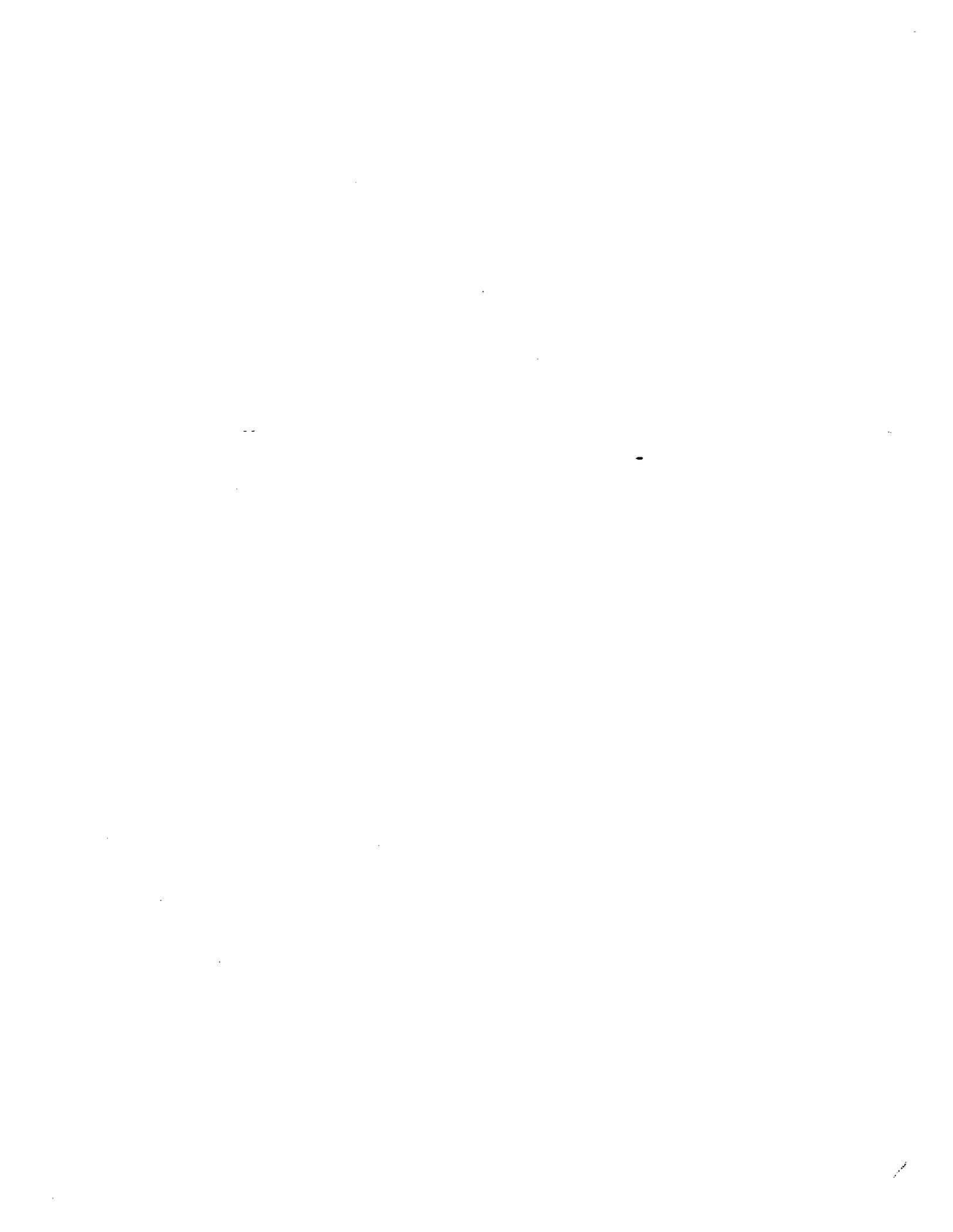
- Beach Avenue Street Repaving – Phase Three (31st to 29th Street)
- Sewer Lining

YEAR 3

- Beach Avenue Street Repaving – Phase Four (29th to 26th Street)
- North La Grange Road Water Main Project (1st of 2 Reserves)
- Stormwater Management Project – Flood Mitigation

YEAR 4

- Fire Ladder Truck Replacement (1st of 5 Reserves)



- Public Works Backhoe Replacement
- Public Works Front End Loader Replacement
- Brainard or Other Street Paving Project
- North La Grange Road Water Main Project (2nd of 2 Reserves)
- Sewer Lining

YEAR 5

- Fire Department Ladder Truck (2nd of 5 Reserves)
- Public Works – Street Sweeper Replacement
- Homestead Road Repaving Project
- Homestead Water Main Project

The largest expenditures are programmed for water main infrastructure, seconded by street projects. Expenditures in the operating departments contemplate replacement of existing equipment. The Water and Sewer Funds are shown to be in sound financial condition. The General Fund and Capital Projects Fund will be severely challenged to meet the capital obligations as outlined in this Plan.

BALANCED SPENDING & FLEXIBILITY

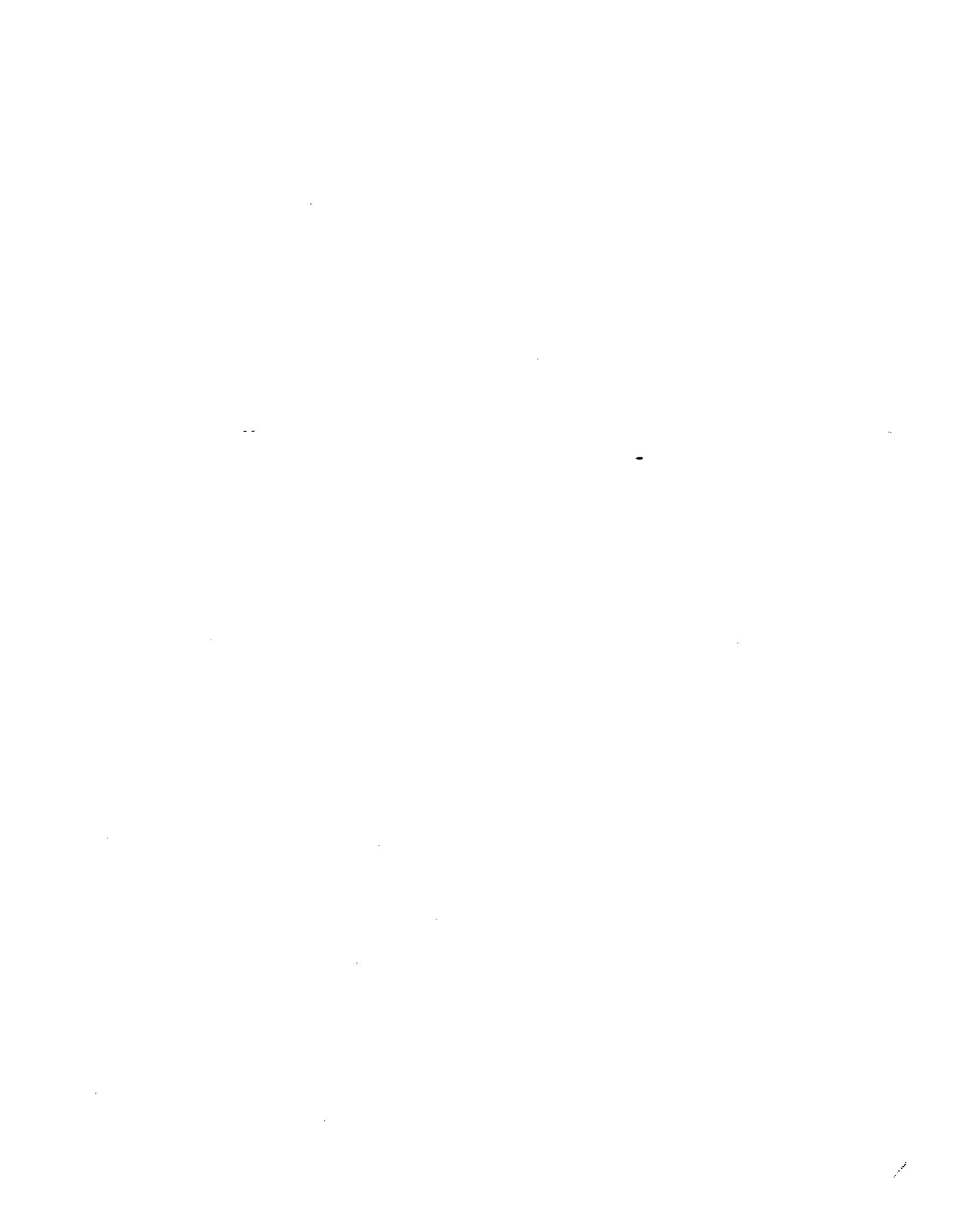
Public Works Garage

The Public Works Garage project is included in Year 1. It should be noted that construction for this project could occur over two budget fiscal years. Due to the nature of the work crossing two budgetary years, it is likely that future adjustments to the Five Year Plan and the Budget will be made, depending on progress. Major infrastructure projects underway concurrently have the potential to strain budgetary resources and cash flow. For this reason, the Village must be judicious in managing this project. It should be noted that no construction work on the Public Works Garage will commence without Board Approval. The project is budgeted between three funds with the following ratio: 70% in Capital Projects Fund, 20% in the Water Fund and 10% in the Sewer Fund. Costs for related utility re-locates are also budgeted between the three funds. At the time of project approval, staff recommends a review of all contributing Village funds to ensure that the project and the budget are financially sustainable. In an effort to better balance spending for capital expenditures, Year 1 of the Five Year Plan does not include any street paving projects.

Salt Purchase: The purchase of Salt in the amount of \$40,000 has been moved to the General Fund, under the Public Works Department, under Supplies. This move allows the Village's MFT fund to accrue dollars more quickly for future street projects. This change also allows for a reduction in staff time and engineering costs as there will be no MFT documentation requiring processing or approval.

Sidewalk Program: Costs related to slab jacking and sidewalk and curb replacement have been moved from the MFT fund to the Capital Projects fund. This move allows the Village's MFT fund to accrue dollars more quickly for future street projects. This change also allows for a reduction in staff time and engineering costs as there will be no MFT documentation requiring processing or approval.

Tree Replacement: Tree Replacement was not budgeted in the previous Plan in Years 2 through 4. With the presence of Emerald Ash Borer now identified within the Village's boundaries, the Village will have to ramp up to its efforts in the near future to mitigate its impact on the Village's tree inventory which includes over 1300 Ash trees. With such an amount, it is often more financially feasible to manage the costs over time. Budgeting for Tree Replacements will allow the Village to replenish its tree inventory at a minimum level as the Village begins to implement the EAB Plan which calls for the removal and some treatment of Ash trees in the parkways over a period of years and as necessary.

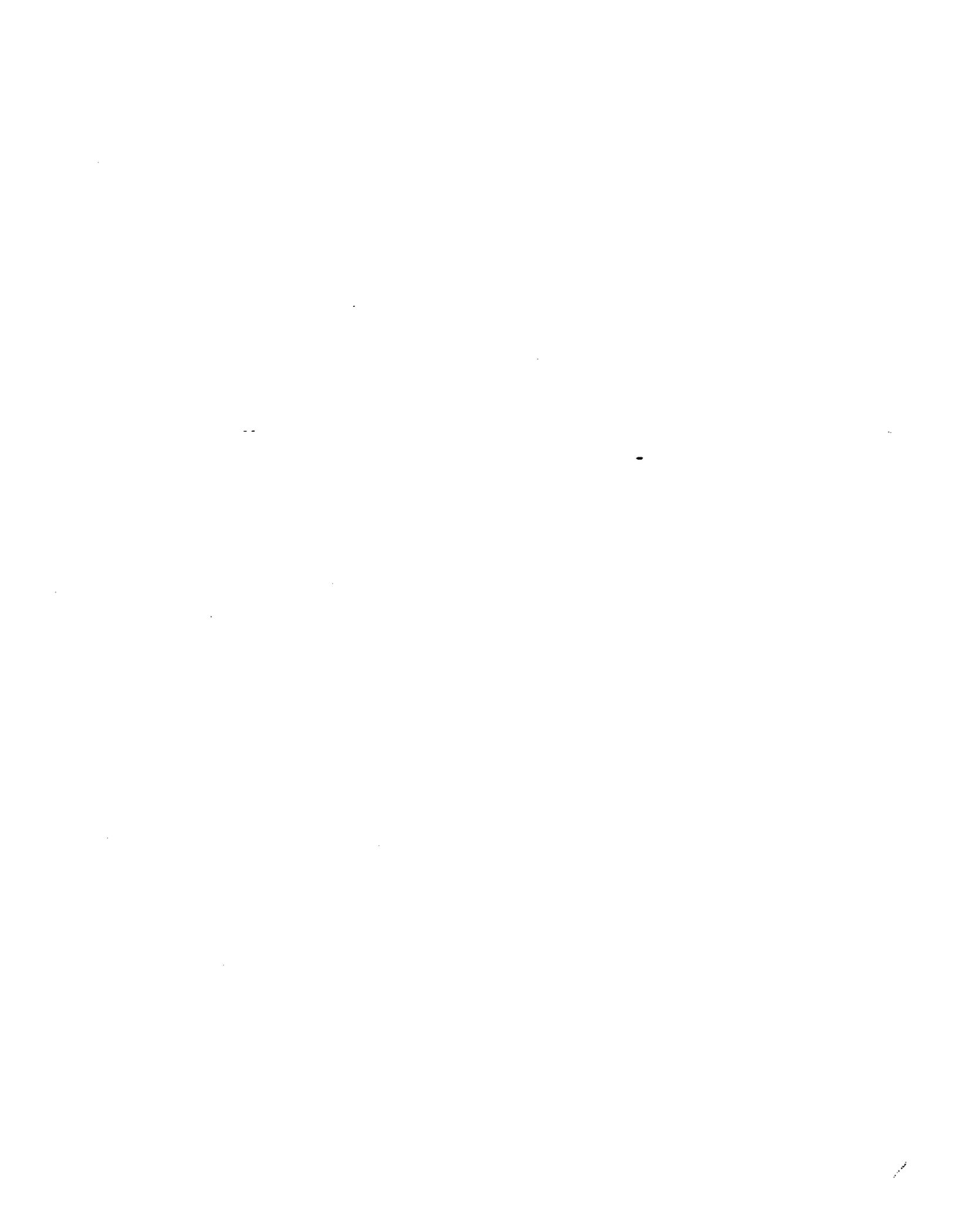


Fire Department Ladder Truck: The second of four reserves has been budgeted in Year 5 of the Plan. In the coming years, staff will evaluate its need for the truck as well as look for intergovernmental opportunities for sharing the cost.

This Five-Year Plan, as drafted, includes an increase in water rates for Year 1 at a rate of 12.5%. While the City of Chicago has announced that they intend to raise rates for the next three subsequent years, the Brookfield North Riverside Water Commission has not notified its customers of future increases. As such, no increases in rates are reflected in the Plan.

The Plan does not include increases in any other Village fees over the next five years. Staff has collected a list of potential fees and fines for review in the coming fiscal year. Fees will be evaluated in accordance with the administrative time and costs of the service and then contrasted with fee levels in neighboring communities.

As the Village moves forward, we will need to continue to balance services and service expectations with available resources.



SECTION I

GENERAL FUND

The General Fund is the main source of Village revenue and funds the Village's major operating departments: Administration, Police, Fire, and Building. Public Works expenses are partly funded by the General Fund and partly funded by Water and Sewer revenues.

An examination of the make-up of General Fund revenues for selected fiscal year shows:

				ACTUAL	ESTIMATED	BUDGETED
	FY 2001/2002	FY 2006/2007	FY 2009/2010	FY 2010/2011	FY 2011/12	FY 2012/2013
Real Estate Tax	30.1%	41.5%*	42.1%	40.0%	42.0%	42.7%
Sales Tax	15.0%	6.6%	6.8%	6.6%	6.5%	6.6%
Other Local Taxes	17.9%	14.6%	18.4%	16.6%	16.0%	15.8%
Licenses	4.3%	4.1%	3.8%	4.1%	4.1%	3.9%
Permits	2.9%	3.9%	2.5%	2.4%	2.5%	2.2%
State Income Tax	17.9%	18.3%	14.9%	14.3%	14.3%	14.4%
Intergovernmental Revenue	0.7%	3.0%	3.2%	3.4%	2.7%	3.2%
Charges for Services	5.7%	4.6%	4.7%	5.6%	5.9%	5.3%
Fines & Forfeitures	2.8%	2.2%	2.1%	1.9%	1.7%	1.7%
Miscellaneous Revenue	2.5%	4.0%	4.1%	4.5%	3.8%	3.7%
Other Financing Sources	0.2%	0.4%	0.4%	0.5%	0.5%	0.5%

*PROPERTY TAX REFERENDUM APPROVED

The table shows an increasing reliance on property taxes and reductions in Sales Taxes and State Income Tax Distributions, as a percentage of revenues. Other revenue categories have remained relatively stable.

On the expense side, the Village's largest expenses are personnel related. This is not uncommon for service organizations. As a percentage of total General Fund expenses salaries and wages, and pensions have been:

				ACTUAL	ESTIMATED	*BUDGETED
	FY 2001/2002	FY 2006/2007	FY 2009/2010	FY 2010/2011	FY 2011/2012	FY 2012/2013
Salaries & Wages	32.0%	45.7%	48.2%	53.0%	50.4%	47.9%
Pensions	4.7%	8.4%	7.6%	11.0%	12.1%	10.5%

* Capital Projects Budgeted will impact this percentage (FY12-13).

It is estimated that for FY 2011/2012, Salaries and Pensions together will exceed 60% of General Fund expenses.

**VILLAGE OF LA GRANGE PARK
FIVE YEAR FINANCIAL PLAN
GENERAL FUND**

	FY 11-12 Budget. YEAR 0	FY 11-12 Est. Actual YEAR 0	FY 12-13 Proj. YEAR 1	FY 13-14 Proj YEAR 2	FY 14-15 Proj. YEAR 3	FY 15-16 Proj. YEAR 4	FY 16-17 Proj. YEAR 5
Revenues							
Real Estate Tax	3,100,000	3,151,200	3,150,000	3,244,500	3,341,835	3,442,090	3,545,353
Sales Tax	485,000	475,000	485,000	489,850	494,749	499,696	504,693
Other Local Taxes	1,172,000	1,164,000	1,168,000	1,203,040	1,239,131	1,276,305	1,314,594
Licenses	292,100	285,100	286,100	291,822	297,658	303,612	309,684
Permits	201,400	151,200	163,000	163,000	163,000	163,000	163,000
State Income Tax	1,060,000	1,040,000	1,060,000	1,081,200	1,102,824	1,124,880	1,147,378
Other Intergov. Revenues	207,000	255,000	237,000	244,110	251,433	258,976	266,746
Charges for Services	424,100	368,700	389,200	400,876	412,902	425,289	438,048
Fines & Forfeitures	119,500	131,200	124,700	128,441	132,294	136,263	140,351
Miscellaneous Revenues	270,000	266,960	274,500	282,735	291,217	299,954	308,952
Other Financing Sources	34,000	34,000	35,000	36,050	37,132	38,245	39,393
Total Revenues	7,365,100	7,322,360	7,372,500	7,565,624	7,764,176	7,968,311	8,178,191
Expenditures							
Administration	897,400	870,200	\$901,800	935,039	969,523	1,005,298	1,042,414
Police	3,718,820	3,582,300	\$3,858,020	4,009,861	4,167,701	4,331,778	4,502,339
Fire	1,372,702	1,326,059	\$1,371,432	1,419,212	1,468,691	1,519,932	1,572,996
Public Works	1,106,080	1,073,580	\$1,164,560	1,206,763	1,250,524	1,295,899	1,342,950
Building	277,100	247,350	\$271,020	280,758	290,850	301,312	312,158
Total Expenditures	7,372,102	7,099,489	7,566,832	7,851,633	8,147,288	8,454,219	8,772,857
Interfund Transfers	0	0	576,340	0	0	0	0
Ambulance Loan	12,500	12,500	12,500	12,500	12,500	12,500	12,500
TOTAL FUND EXPENDITURES	7,384,602	7,111,989	8,155,672	7,864,133	8,159,788	8,466,719	8,785,357
Surplus / (Deficit)	(19,502)	210,371	(783,172)	(298,509)	(395,612)	(498,408)	(607,165)
Beginning Cash & Investment Balance	1,758,152	2,118,200	2,328,571	1,545,399	1,246,890	851,277	352,870
Ending Cash & Investment Balance	1,738,650	2,328,571	1,545,399	1,246,890	851,277	352,870	(254,296)
Standard Cash & Investment Balance	1,841,275	1,830,590	1,699,040	1,891,406	1,941,044	1,992,078	2,044,548
Over (Under)	(102,625)	497,981	(153,641)	(644,516)	(1,089,767)	(1,639,208)	(2,298,844)

**VILLAGE OF LA GRANGE PARK
FIVE YEAR FINANCIAL PLAN
GENERAL FUND**

		FY 11-12 Budget. YEAR 0	FY 11-12 Est. Actual YEAR 0	FY 12-13 Proj. YEAR1	FY 13-14 Proj YEAR 2	FY 14-15 Proj. YEAR 3	FY 15-16 Proj. YEAR 4	FY 16-17 Proj. YEAR 5
Revenues								
Real Estate Tax	1.03	3,100,000	3,151,200	3,150,000	3,244,500	3,341,835	3,442,090	3,545,353
Sales Tax	1.01	485,000	475,000	485,000	489,850	494,749	499,696	504,693
Other Local Taxes	1.03	1,172,000	1,164,000	1,168,000	1,203,040	1,239,131	1,276,305	1,314,594
Licenses	1.02	292,100	285,100	286,100	291,822	297,658	303,612	309,684
Permits	1.00	201,400	151,200	163,000	163,000	163,000	163,000	163,000
State Income Tax	1.02	1,060,000	1,040,000	1,060,000	1,081,200	1,102,824	1,124,880	1,147,378
Other Intergov. Revenues	1.03	207,000	255,000	237,000	244,110	251,433	258,976	266,746
Charges for Services	1.03	424,100	368,700	389,200	400,876	412,902	425,289	438,048
Fines & Forfeitures	1.03	119,500	131,200	124,700	128,441	132,294	136,263	140,351
Miscellaneous Revenues	1.03	270,000	266,960	274,500	282,735	291,217	299,954	308,952
Other Financing Sources	1.03	<u>34,000</u>	<u>34,000</u>	<u>35,000</u>	<u>36,050</u>	<u>37,132</u>	<u>38,245</u>	<u>39,393</u>
Total Revenues		7,365,100	7,322,360	7,372,500	7,565,624	7,764,176	7,968,311	8,178,191
Expenditures								
Administration Department								
Salaries & Wages	1.04	448,500	\$422,000	\$450,500	468,520	487,261	506,751	527,021
Professional Services	1.03	166,000	\$166,000	\$169,500	174,585	179,823	185,217	190,774
Other Services	1.03	61,800	\$62,700	\$64,700	66,641	68,640	70,699	72,820
Capital Outlay	1.03	1,000	\$1,000	\$1,000	1,030	1,061	1,093	1,126
Supplies	1.03	8,600	\$9,500	\$9,600	9,888	10,185	10,490	10,805
I.M.R.F.	1.04	42,000	42,000	39,000	40,560	42,182	43,870	45,624
Insurance	1.04	131,000	\$129,000	\$129,000	134,160	139,526	145,107	150,912
Other Expenses	1.03	<u>38,500</u>	<u>\$38,000</u>	<u>\$38,500</u>	<u>39,655</u>	<u>40,845</u>	<u>42,070</u>	<u>43,332</u>
Total Expenditures: Admin. Dept.		897,400	870,200	901,800	935,039	969,523	1,005,298	1,042,414
Police Department								
Salaries & Wages	1.04	2,174,500	\$2,054,000	\$2,271,420	2,362,277	2,456,768	2,555,039	2,657,240
Professional Services	1.03	33,000	\$31,000	\$40,000	41,200	42,436	43,709	45,020
Other Services	1.03	80,800	\$84,800	\$87,800	90,434	93,147	95,941	98,820
Capital Outlay	1.03	2,000	\$1,800	\$2,000	2,060	2,122	2,185	2,251
Supplies	1.03	93,000	\$92,250	\$98,200	101,146	104,180	107,306	110,525
I.M.R.F.	1.04	24,720	24,720	27,300	28,392	29,528	30,709	31,937
Police Pension	1.04	705,000	730,000	730,000	759,200	789,568	821,151	853,997
Insurance	1.04	585,800	\$545,730	\$581,300	604,552	628,734	653,883	680,039
Other Expenses	1.03	<u>20,000</u>	<u>\$18,000</u>	<u>\$20,000</u>	<u>20,600</u>	<u>21,218</u>	<u>21,855</u>	<u>22,510</u>
Total Expenditures: Police Dept.		3,718,820	3,582,300	3,858,020	4,009,861	4,167,701	4,331,778	4,502,339
Fire Department								
Salaries & Wages	1.04	576,713	533,900	567,470	590,169	613,776	638,327	663,860
Professional Services	1.03	-	-	0	0	0	0	0
Other Services	1.03	596,254	592,424	596,902	614,809	633,253	652,251	671,819
Capital Outlay	1.03	13,300	13,300	5,400	5,562	5,729	5,901	6,078
Supplies	1.03	61,430	61,430	62,040	63,901	65,818	67,793	69,827
I.M.R.F.	1.04	8,160	8,160	8,940	9,298	9,670	10,057	10,459
Insurance	1.04	85,740	85,740	87,300	90,792	94,424	98,201	102,129
Other Expenses	1.03	<u>31,105</u>	<u>31,105</u>	<u>43,380</u>	<u>44,681</u>	<u>46,021</u>	<u>47,402</u>	<u>48,824</u>
Total Expenditures: Fire Dept.		1,372,702	1,326,059	1,371,432	1,419,212	1,468,691	1,519,932	1,572,996

**VILLAGE OF LA GRANGE PARK
FIVE YEAR FINANCIAL PLAN
GENERAL FUND**

		FY 11-12 Budget. YEAR 0	FY 11-12 Est. Actual YEAR 0	FY 12-13 Proj. YEAR1	FY 13-14 Proj YEAR 2	FY 14-15 Proj. YEAR 3	FY 15-16 Proj. YEAR 4	FY 16-17 Proj. YEAR 5
Public Works Department								
Salaries & Wages	1.04	496,000	\$456,000	\$495,000	514,800	535,392	556,808	579,080
Professional Services	1.03	-	-	-	-	-	-	-
Other Services	1.03	266,500	\$292,000	\$278,500	286,855	295,461	304,324	313,454
Capital Outlay	1.03	9,000	\$9,000	\$9,000	9,270	9,548	9,835	10,130
Supplies	1.03	102,000	\$104,000	\$146,000	150,380	154,891	159,538	164,324
I.M.R.F.	1.04	41,580	41,580	41,040	42,682	44,389	46,164	48,011
Insurance	1.04	186,600	\$166,600	\$190,620	198,245	206,175	214,422	222,998
Other Expenses	1.03	<u>4,400</u>	<u>\$4,400</u>	<u>\$4,400</u>	<u>4,532</u>	<u>4,668</u>	<u>4,808</u>	<u>4,952</u>
Total Expenditures: Public Works		1,106,080	1,073,580	1,164,560	1,206,763	1,250,524	1,295,899	1,342,950
Building Department								
Salaries & Wages	1.04	121,500	\$116,500	124,520	129,501	134,681	140,068	145,671
Professional Services	1.03	92,500	\$67,500	81,500	83,945	86,463	89,057	91,729
Other Services	1.03	18,550	\$18,050	18,170	18,715	19,276	19,854	20,450
Capital Outlay	1.03	700	\$900	850	876	902	929	957
Supplies	1.03	5,820	\$5,970	6,350	6,541	6,737	6,939	7,147
I.M.R.F.	1.04	11,340	11,340	12,720	13,229	13,758	14,308	14,880
Insurance	1.04	23,140	\$23,140	23,360	24,294	25,266	26,277	27,328
Other Expenses	1.03	<u>3,550</u>	<u>\$3,950</u>	<u>3,550</u>	<u>3,657</u>	<u>3,767</u>	<u>3,880</u>	<u>3,996</u>
Total Expenditures: Building Dept		277,100	247,350	271,020	280,758	290,850	301,312	312,158
Interfund Transfers		0	0	576,340	0	0	0	0
Ambulance Loan		12,500	12,500	12,500	12,500	12,500	12,500	12,500
TOTAL FUND EXPENDITURES		7,384,602	7,111,989	8,155,672	7,864,133	8,159,788	8,466,719	8,785,357
Surplus / (Deficit)		(19,502)	210,371	(783,172)	(298,509)	(395,612)	(498,408)	(607,165)
Beginning Cash & Investment Balance		1,758,152	2,118,200	2,328,571	1,545,399	1,246,890	851,277	352,870
Ending Cash & Investment Balance		<u>1,738,650</u>	<u>2,328,571</u>	<u>1,545,399</u>	<u>1,246,890</u>	<u>851,277</u>	<u>352,870</u>	<u>(254,296)</u>
Standard Cash & Investment Balance		1,841,275	1,830,590	1,699,040	1,891,406	1,941,044	1,992,078	2,044,548
Over (Under)		(102,625)	497,981	(153,641)	(644,516)	(1,089,767)	(1,639,208)	(2,298,844)

DEBT SERVICE FUND

The Debt Service Fund was created in 2004 following the Village's issuance of \$2.26 million in bonds to fund street improvements. The only source of revenue in this fund is the transfer from the Motor Fuel Tax Fund to pay for a portion of the annual debt payment on the 2004 bond issue. The Water Fund and Sewer Fund are also responsible for a portion of this debt. The Water and Sewer Funds are charged directly for their share of the debt payment.

The allocation between funds for payment of this debt is as follows:

Motor Fuel Tax Fund -	83%
Water Fund -	5%
Sewer Fund -	12%

As of April 30, 2012, \$804,512.50 in principal and interest remains outstanding. Remaining annual bond payments range between \$259,000 - \$272,000. The final bond payment is due on December 1, 2014.

**VILLAGE OF LA GRANGE PARK
FIVE YEAR FINANCIAL PLAN
2004 DEBT SERVICE FUND**

	FY 11-12 Budget. YEAR 0	FY 11-12 Est. Actual YEAR 0	FY 12-13 Proj. YEAR1	FY 13-14 Proj YEAR 2	FY 14-15 Proj. YEAR 3	FY 15-16 Proj. YEAR 4	FY 16-17 Proj. YEAR 5
Revenues							
Interest on Investments	300	100	100	200	200	0	0
Interfund Transfers	<u>225,000</u>	<u>225,000</u>	<u>227,000</u>	<u>233,000</u>	<u>223,050</u>	<u>0</u>	<u>0</u>
Total Revenues	225,300	225,100	227,100	233,200	223,250	0	0
Expenditures							
Miscellaneous Services	500	500	500	500	500	0	0
Principal Payments	196,000	196,000	204,000	204,000	200,350	0	0
Interest Payments	<u>29,000</u>	<u>29,000</u>	<u>23,000</u>	<u>28,500</u>	<u>22,200</u>	<u>0</u>	<u>0</u>
Total Expenditures	225,500	225,500	227,500	233,000	223,050	0	0
Surplus / (Deficit)	(200)	(400)	(400)	200	200	0	0
Beginning Cash & Investment Balance	4,537	5,410	5,010	4,610	4,810	5,010	5,010
Ending Cash & Investment Balance	<u>4,337</u>	<u>5,010</u>	<u>4,610</u>	<u>4,810</u>	<u>5,010</u>	<u>5,010</u>	<u>5,010</u>
Standard Cash & Investment Balance	NA	NA	NA	NA	NA	NA	NA
Over (Under)	NA	NA	NA	NA	NA	NA	NA

WATER FUND

Over the next five years, over \$2.4 million in capital improvements are programmed. Funds are shown to be acquired to install the South La Grange Road water main in Year 1 of the Plan. While the Plan anticipates no grant funding for this \$890,000 project, the Village has received word that funding in the amount of \$500,000 is likely by the Army Corps of Engineers for 2012/2013. However, because there is no guarantee that these grant funds will be available, the grant funds are not reflected in the Five Year Plan or FY 2012/13 Draft Budget. Funds are also shown to be acquired to install the North La Grange Road water main with reserves in Years 3 and 4 of the Plan. Finally, the Plan includes the replacement of a water main on Homestead Road in Year 5.

The Village purchases its water supply from the Brookfield North Riverside Water Commission (BNRWC). The Village has been advised that the BNRWC approved a twenty percent (20%) increase in the rate they charge to their customers from \$2.85 per thousand gallons to \$3.42 per thousand gallons effective January 1, 2012. The BNRWC took this action in response to a 25% increase from their supplier, the City of Chicago. Since January 1, 2012, the Village has been paying the new rate to the BNRWC.

Upon receiving this information the Village has examined the impact of this rate change on the condition of the Water Fund. Based on this increase and other demands on the fund the Village Board approved an increase in the Village's rate from \$4.96 per 100 cubic feet to \$5.58 per 100 cubic feet. This equates to a 12.5% adjustment. This adjustment has been reflected in Year 1 in the Plan. While the City of Chicago has announced further rate increases in future years, it is uncertain at this time as to how the BNRWC will respond in passing the increases on to their customers. Therefore, no rate increases are shown beyond Year 1.

Given the assumptions in this Plan the Water Fund remains in a sound financial condition. The Five-Year Plan includes \$250,000 for the Public Works Garage as well as \$25,000 for utility relocations in Year 1 of the Plan.

**VILLAGE OF LA GRANGE PARK
FIVE YEAR FINANCIAL PLAN
WATER FUND**

	FY 11-12 Budget. YEAR 0	FY 11-12 Est. Actual YEAR 0	FY 12-13 Proj. YEAR1	FY 13-14 Proj YEAR 2	FY 14-15 Proj. YEAR 3	FY 15-16 Proj. YEAR 4	FY 16-17 Proj. YEAR 5
Revenues							
Intergovernmental Revenues	0						
Charges for Services	2,502,500	2,501,000	2,813,500	2,813,500	2,813,500	2,813,500	2,813,500
Miscellaneous Revenues	<u>5,600</u>	<u>7,100</u>	<u>5,600</u>	<u>5,768</u>	<u>5,941</u>	<u>6,119</u>	<u>6,303</u>
Total Revenues	2,508,100	2,508,100	2,819,100	2,819,268	2,819,441	2,819,619	2,819,803
Expenditures							
Administration Dept.	173,220	162,320	170,620	176,997	183,615	190,485	197,614
Distribution Department	<u>1,932,950</u>	<u>2,143,950</u>	<u>3,386,100</u>	<u>2,235,484</u>	<u>2,737,849</u>	<u>2,912,222</u>	<u>2,904,129</u>
Total Expenditures	2,106,170	2,306,270	3,556,720	2,412,481	2,921,464	3,102,706	3,101,744
Bond Payments							
2004 Road Bonds	12,500	12,500	13,100	12,512	12,620	0	0
TOTAL FUND EXPENDITURES	2,118,670	2,318,770	3,569,820	2,424,993	2,934,084	3,102,706	3,101,744
Surplus / (Deficit)	389,430	189,330	(750,720)	394,275	(114,643)	(283,087)	(281,941)
Beginning Cash & Investment Balance	1,599,806	1,496,673	1,686,003	935,283	1,329,558	1,214,915	931,827
Ending Cash & Investment Balance	<u>1,989,236</u>	<u>1,686,003</u>	<u>935,283</u>	<u>1,329,558</u>	<u>1,214,915</u>	<u>931,827</u>	<u>649,887</u>
Standard Cash & Investment Balance	627,025	627,025	704,775	704,817	704,860	704,905	704,951
Over (Under)	1,362,211	1,058,978	230,508	624,741	510,055	226,922	(55,064)

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**VILLAGE OF LA GRANGE PARK
FIVE YEAR FINANCIAL PLAN
WATER FUND**

	FY 11-12 Budget. YEAR 0	FY 11-12 Est. Actual YEAR 0	FY 12-13 Proj. YEAR1	FY 13-14 Proj YEAR 2	FY 14-15 Proj. YEAR 3	FY 15-16 Proj. YEAR 4	FY 16-17 Proj. YEAR 5
Revenues							
Intergovernmental Revenues	0	0	0	0	0	0	0
Charges for Services	2,502,500	2,501,000	2,813,500	2,813,500	2,813,500	2,813,500	2,813,500
Miscellaneous Revenues	<u>5,600</u>	<u>7,100</u>	<u>5,600</u>	<u>5,768</u>	<u>5,941</u>	<u>6,119</u>	<u>6,303</u>
Total Revenues	2,508,100	2,508,100	2,819,100	2,819,268	2,819,441	2,819,619	2,819,803
Expenditures							
Administration Department							
Salaries & Wages	87,200	84,800	90,000	93,600	97,344	101,238	105,287
Professional Services	15,000	11,900	13,000	13,390	13,792	14,205	14,632
Other Services	20,500	17,900	18,800	19,364	19,945	20,543	21,160
Capital Outlay	5,000	3,000	3,000	3,090	3,183	3,278	3,377
Supplies	1,400	1,500	1,400	1,442	1,485	1,530	1,576
I.M.R.F.	8,280	8,280	7,860	8,174	8,501	8,841	9,195
Insurance	28,240	27,640	27,960	29,078	30,242	31,451	32,709
Other Expenses	<u>7,600</u>	<u>7,300</u>	<u>8,600</u>	<u>8,858</u>	<u>9,124</u>	<u>9,397</u>	<u>9,679</u>
Total Expenditures: Admin. Dept.	173,220	162,320	170,620	176,997	183,615	190,485	197,614
Distribution Department							
Salaries & Wages	196,000	196,000	196,000	203,840	211,994	220,474	229,293
Professional Services	40,000	40,000	135,000	0	63,750	63,750	78,000
Other Services	159,900	164,900	180,750	186,173	191,758	197,510	203,436
Capital Outlay	177,500	177,500	1,071,000	35,000	452,500	605,000	560,000
Supplies	105,750	106,750	96,750	99,653	102,642	105,721	108,893
Water	1,150,000	1,360,000	1,600,000	1,600,000	1,600,000	1,600,000	1,600,000
I.M.R.F.	18,000	18,000	18,420	19,157	19,923	20,720	21,549
Insurance	82,300	77,300	83,680	87,027	90,508	94,129	97,894
Other Expenses	<u>3,500</u>	<u>3,500</u>	<u>4,500</u>	<u>4,635</u>	<u>4,774</u>	<u>4,917</u>	<u>5,065</u>
Total Expenditures: Dist. Dept.	1,932,950	2,143,950	3,386,100	2,235,484	2,737,849	2,912,222	2,904,129
Interfund Transfers							
2004 Road Bonds	12,500	12,500	13,100	12,512	12,620	0	0
TOTAL FUND EXPENDITURES	2,118,670	2,318,770	3,569,820	2,424,993	2,934,084	3,102,706	3,101,744
Surplus / (Deficit)	389,430	189,330	(750,720)	394,275	(114,643)	(283,087)	(281,941)
Beginning Cash & Investment Balance	1,599,806	1,496,673	1,686,003	935,283	1,329,558	1,214,915	931,827
Ending Cash & Investment Balance	1,989,236	1,686,003	935,283	1,329,558	1,214,915	931,827	649,887
Standard Cash & Investment Balance	627,025	627,025	704,775	704,817	704,860	704,905	704,951
Over (Under)	1,362,211	1,058,978	230,508	624,741	510,054	226,923	(55,064)

MOTOR FUEL TAX FUND

Municipalities are required to maintain a separate fund to account for motor fuel taxes distributed by the State of Illinois. The amounts are distributed to the Village on a per capita basis. The use of motor fuel tax money is restricted by state law to the maintenance and repair of local streets and sidewalks.

The Village receives in excess of \$300,000 annually from the State of Illinois as its share of the gasoline tax. Approximately \$225,000 of these receipts is dedicated to the repayment of the 2004 Road Bonds. This obligation will continue until December 2014.

Expenses in the Motor Fuel Tax Fund are not steady. Given the level of revenues received and existing debt obligations, street work paid for by the MFT Fund occurs at least every other year. This "off" year allows the Village to accumulate funds to implement projects in succeeding years.

In the last several years, the Village has utilized MFT funding for the expenses related to Salt Operations as well as the Sidewalk program. Beginning in Year 1, these expenses have been transitioned to other funds to allow the MFT Fund to accrue funds more quickly for future street projects. Salt Operations has been moved to the General Fund in the Public Works Budget, under Supplies. Funding for the Sidewalk program has been transitioned to the Capital Projects Fund.

**VILLAGE OF LA GRANGE PARK
FIVE YEAR FINANCIAL PLAN
MOTOR FUEL TAX FUND**

	FY 11-12 Budget. YEAR 0	FY 11-12 Est. Actual YEAR 0	FY 12-13 Proj. YEAR1	FY 13-14 Proj YEAR 2	FY 14-15 Proj. YEAR 3	FY 15-16 Proj. YEAR 4	FY 16-17 Proj. YEAR 5
Revenues							
State Motor Fuel Tax	340,000	335,000	\$335,000	338,350	341,734	345,151	348,602
Miscellaneous Revenue	<u>192,500</u>	<u>227,200</u>	<u>\$200</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>
Total Revenues	532,500	562,200	335,200	338,850	342,234	345,651	349,102
Expenditures							
Professional Services	25,000	4,300	\$0	0	0	0	0
Construction Services	389,000	390,000	\$0	120,000	130,000	0	187,500
Capital Outlay	0	0	0	0	0	0	0
Supplies	40,000	30,000	\$0	0	0	0	0
Other Financing Uses	<u>225,000</u>	<u>225,000</u>	<u>\$227,000</u>	<u>233,000</u>	<u>223,050</u>	<u>0</u>	<u>0</u>
Total Expenditures	679,000	649,300	227,000	353,000	353,050	0	187,500
Surplus / (Deficit)	(146,500)	(87,100)	108,200	(14,150)	(10,817)	345,651	161,602
Beginning Cash & Investment Balance	88,427	128,622	41,522	149,722	135,572	124,756	470,406
Ending Cash & Investment Balance	<u>(58,073)</u>	<u>41,522</u>	<u>149,722</u>	<u>135,572</u>	<u>124,756</u>	<u>470,406</u>	<u>632,009</u>
Standard Cash & Investment Balance	133,125	140,550	83,800	84,713	85,558	86,413	87,276
Over (Under)	(191,198)	(99,028)	65,922	50,860	39,197	383,994	544,733

SEWER FUND

The Sewer Fund is the accounting vehicle that keeps track of revenues and expenses associated with the operation and maintenance of the Village's sewer system. Revenues received are sewer fees charged to system customers. The current sewer rate is \$2.10/100 cu. ft. These fees are sufficient to pay for the operation and maintenance of the sewer system and the annual debt payment to service a \$5.6 million bond issue approved in 2006 to fund sewer improvements. Payments are made twice annually and will continue until 2025. Annual payments are between \$425,000 - \$429,000.

The Five-Year Plan shows \$1.48 million spent over the life of the Plan for sewer televising, cleaning, lining, and point repairs. Also included in that number are funds set aside for Stormwater Management Solutions as prescribed by the Engineering and Capital Projects Committee and approved by the Village Board, in the amount of \$175,000 in Year 3 of the Plan.

No rate increases are proposed for the next five year period. The Five-Year Plan includes \$125,000 in Year 1 of the Plan for improvements to the Public Works Garage.

**VILLAGE OF LA GRANGE PARK
FIVE YEAR FINANCIAL PLAN
SEWER FUND**

	FY 11-12 Budget. YEAR 0	FY 11-12 Est. Actual YEAR 0	FY 12-13 Proj. YEAR1	FY 13-14 Proj YEAR 2	FY 14-15 Proj. YEAR 3	FY 15-16 Proj. YEAR 4	FY 16-17 Proj. YEAR 5
Revenues							
Intergovernmental Revenues	0	0	0	0	0	0	0
Charges for Services	1,080,000	1,080,000	1,060,000	1,060,000	1,060,000	1,060,000	1,060,000
Miscellaneous Revenues	<u>2000</u>	<u>1000</u>	<u>\$1,800</u>	<u>2000</u>	<u>2000</u>	<u>2000</u>	<u>2000</u>
Total Revenues	1,082,000	1,061,800	1,061,800	1,062,000	1,062,000	1,062,000	1,062,000
Expenditures							
Administration Department	143,080	133,480	142,260	147,594	153,131	158,879	164,845
Operations & Maint. Dept.	<u>775,330</u>	<u>699,430</u>	<u>501,410</u>	<u>586,744</u>	<u>558,001</u>	<u>555,686</u>	<u>381,057</u>
Total Expenditures	918,410	832,910	643,670	734,338	711,132	714,565	545,902
Bond Payments							
2006 Bond P&I Payments	426,000	426,000	427,000	428,000	428,500	428,500	428,500
2004 Road Bonds	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>33,181</u>	<u>31,650</u>	<u>0</u>	<u>0</u>
	456,000	456,000	457,000	461,181	460,150	428,500	428,500
TOTAL FUND EXPENDITURES	1,374,410	1,288,910	1,100,670	1,195,519	1,171,282	1,143,065	974,402
Surplus / (Deficit)	(292,410)	(227,110)	(38,870)	(133,519)	(109,282)	(81,065)	87,598
Beginning Cash & Investment Balance	929,830	895,680	668,570	629,700	496,181	386,899	305,833
Ending Cash & Investment Balance	<u>637,420</u>	<u>668,570</u>	<u>629,700</u>	<u>496,181</u>	<u>386,899</u>	<u>305,833</u>	<u>393,431</u>
Standard Cash & Investment Balance	270,500	265,450	265,450	265,500	265,500	265,500	265,500
Over (Under)	366,920	403,120	364,250	230,681	121,399	40,333	127,931

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**VILLAGE OF LA GRANGE PARK
FIVE YEAR PLAN
SEWER FUND**

	FY 11-12 Budget. YEAR 0	FY 11-12 Est. Actual YEAR 0	FY 12-13 Proj. YEAR1	FY 13-14 Proj YEAR 2	FY 14-15 Proj. YEAR 3	FY 15-16 Proj. YEAR 4	FY 16-17 Proj. YEAR 5
Revenues							
Intergovernmental Revenues	0	0					
Charges for Services	1,080,000	1,060,000	1,060,000	1,060,000	1,060,000	1,060,000	1,060,000
Miscellaneous Revenues	<u>2,000</u>	<u>1,800</u>	<u>1,800</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Total Revenues	1,082,000	1,061,800	1,061,800	1,062,000	1,062,000	1,062,000	1,062,000
Expenditures							
Administration Department							
Salaries & Wages	74,800	71,200	75,900	78,936	82,093	85,377	88,792
Professional Services	13,300	11,700	12,700	13,081	13,473	13,877	14,293
Other Services	13,400	12,300	13,900	14,317	14,747	15,189	15,645
Capital Outlay	3,000	2,000	2,000	2,060	2,122	2,186	2,252
Supplies	1,300	1,300	1,500	1,545	1,591	1,639	1,688
I.M.R.F.	6,900	6,900	6,600	6,864	-7,139	7,425	7,722
Insurance	24,780	23,480	24,160	25,126	26,131	27,176	28,263
Other Expenses	<u>5,600</u>	<u>4,600</u>	<u>5,500</u>	<u>5,665</u>	<u>5,835</u>	<u>6,010</u>	<u>6,190</u>
Total Expenditures: Admn. Dept.	143,080	133,480	142,260	147,594	153,131	158,879	164,845
Operations & Maintenance Dept.							
Salaries & Wages	46,000	45,000	45,000	46,800	48,672	50,619	52,644
Professional Services	85,000	85,000	37,500	47,500	65,000	32,500	65,000
Other Services	60,250	83,250	65,750	100,000	120,000	120,000	120,000
Machine & Eqpt. Rental (Reim.)	37,640	37,640	38,200	39,346	40,526	41,742	42,994
Capital Outlay	502,500	404,000	260,000	296,250	225,000	250,000	37,500
Supplies	14,800	14,800	25,300	26,059	26,841	27,646	28,475
I.M.R.F.	4,020	4,020	3,960	4,118	4,283	4,454	4,632
Insurance	19,420	19,020	20,000	20,800	21,632	22,497	23,397
Other Expenses	<u>5,700</u>	<u>6,700</u>	<u>5,700</u>	<u>5,871</u>	<u>6,047</u>	<u>6,228</u>	<u>6,415</u>
Total Expenditures: O&M Dept.	775,330	699,430	501,410	586,744	558,001	555,686	381,057
Bond Payments							
2006 Bond P&I Payments	426,000	426,000	427,000	428,000	428,500	428,500	428,500
2004 Road Bonds	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>33,181</u>	<u>31,650</u>	<u>0</u>	<u>0</u>
	456,000	456,000	457,000	461,181	460,150	428,500	428,500
TOTAL FUND EXPENDITURES	<u>1,374,410</u>	<u>1,288,910</u>	<u>1,100,670</u>	<u>1,195,519</u>	<u>1,171,282</u>	<u>1,143,065</u>	<u>974,402</u>
Surplus / (Deficit)	(292,410)	(227,110)	(38,870)	(133,519)	(109,282)	(81,065)	87,598
Beginning Cash & Investment Balance	929,830	895,680	668,570	629,700	496,181	386,899	305,833
Ending Cash & Investment Balance	<u>637,420</u>	<u>668,570</u>	<u>629,700</u>	<u>496,181</u>	<u>386,899</u>	<u>305,833</u>	<u>393,431</u>
Standard Cash & Investment Balance	270,500	265,450	265,450	265,500	265,500	265,500	265,500
Over (Under)	366,920	403,120	364,250	230,681	121,399	40,333	127,931

CAPITAL PROJECTS FUND

The Capital Projects Fund was created by the Board to track large capital expenditures for each of the operating departments as well as large infrastructure projects. The Capital Projects Fund includes any capital purchase over \$10,000, which is consistent with the capitalization threshold the Village uses for accounting. In other words, any capital purchase over \$10,000 is converted from an expense to a fixed asset, which depreciates over time.

The Fund receives most of its revenues in the form of a transfer from the General Fund. This year, the Capital Projects fund will receive a transfer in the amount of \$576,340. Other sources of revenue include an annual reimbursement from the Sewer Fund and periodic grants. The total revenues received are dependent on the financial condition of the General Fund and any grants received.

In the FY 11-12 Capital Projects Fund, the Village completed street reconstruction for Phase 2 of Beach Avenue. Also completed were grant funded resurfacing projects on Blanchan and Morgan. As presented, street work will not commence again until Year 2 of the Plan.

Once again this year, the Public Works Garage project is the most significant Capital Project in the Five Year Plan. Seventy percent of the cost of the project or \$870,000 is allocated to this fund and is reflected in Year 1. The Village has received state grant funds in the amount of \$600,000 to help offset the costs. Expenditures related to utility re-locates are also budgeted in Year 1. In an effort to better balance spending for capital expenditures, Year 1 of the Five Year Plan does not include any street paving projects.

Given current projections available, identifying sufficient resources to fund Beach Avenue Phase 3 street work in Year 2 will be challenging. Our ability to do so will depend on the performance of the revenues and expenditures of the upcoming budget. Looking forward, the Village will re-prioritize future Capital Projects in Years 2-5 as necessary and seek grant funding opportunities, where available.

The Capital Projects Fund includes the following activities:

- The Beach Avenue Parking Lot in Year 1.
- The Public Works Garage Project in Year 1.
- Tree Purchases in Years 1 through 5.
- Village Hall Generator in the amount of \$150,000, grant funded, illustrated in the revenues and expenditures. The remaining \$50,000 required for the local match is included in the Emergency Telephone Fund.
- The introduction of the Sidewalk Program in Years 1-5. This program was previously budgeted in the MFT Fund.
- Beach Avenue Phase 3 road work in Year 2.
- Beach Avenue Phase 4 road work in Year 3.
- Brainard or Other Street road work in Year 4.
- Homestead Road resurfacing in Year 5.

Please note that year 5 includes significant expenditures for village equipment / vehicles. The Village will have to closely monitor the Five Year Plan and may wish to consider whether street resurfacing can be put on hold for year 5 to allow for the purchase of much needed equipment.

Finally, included in Years 4 and 5 are the first two of five reserves for the purchase of a Fire Department ladder truck, which has an estimated total cost of \$1 million. Five consecutive yearly reserves are required to position the Village for the purchase of that equipment in FY 19/20, when our existing ladder truck is 30

years old. The Village continues to seek grant funding or intergovernmental sharing to help offset the entire cost of the ladder truck. Further, the Fire Department will take a look at possible funding options for that future purchase.

**VILLAGE OF LA GRANGE PARK
FIVE YEAR FINANCIAL PLAN
CAPITAL PROJECTS FUND**

	FY 11-12 Budget. YEAR 0	FY 11-12 Est. Actual YEAR 0	FY 12-13 Proj. YEAR1	FY 13-14 Proj YEAR 2	FY 14-15 Proj. YEAR 3	FY 15-16 Proj. YEAR 4	FY 16-17 Proj. YEAR 5
Revenues							
Grants	760,000	61,000	812,702	0	0	0	0
Interest on Investments	1,500	10,500	500	1,500	1,500	1,500	1,500
Reim. from Sewer Fund	37,640	37,640	38,200	39,346	40,526	41,742	42,994
Trf. from General Fund	<u>0</u>	<u>0</u>	<u>576,340</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenues	799,140	109,140	1,427,742	40,846	42,026	43,242	44,494
Expenditures							
Street Resurfacing	305,000	415,000	0	340,750	355,000	614,250	55,000
Sidewalks, C & G	0	0	50,000	30,000	40,000	45,000	40,000
Public Bldgs. & Grounds	750,000	0	1,107,500	0	0	0	0
31st Street Projects	0	13,000	98,000	0	0	0	0
Administration Eqpt.	13,000	13,000	22,200	27,200	15,000	14,500	24,500
Police Eqpt.	26,000	26,000	52,000	95,000	98,000	78,000	80,000
Fire Eqpt.	17,497	17,000	12,226	12,226	63,700	275,970	458,500
Public Works Eqpt.	45,000	45,000	0	33,750	7,500	75,000	267,500
Building Equipment	0	1,000	0	0	8,240	27,800	0
Tree Purchases	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>	<u>10,000</u>	<u>10,000</u>	<u>15,000</u>
Total Expenditures	1,171,497	545,000	1,356,926	553,926	597,440	1,140,520	940,500
Surplus / (Deficit)	(372,357)	(435,860)	70,816	(513,080)	(555,414)	(1,097,278)	(896,006)
Beginning Cash & Investment Balance	465,818	512,556	76,696	147,511	(365,569)	(920,982)	(2,018,260)
Ending Cash & Investment Balance	<u>93,461</u>	<u>76,696</u>	<u>147,511</u>	<u>(365,569)</u>	<u>(920,982)</u>	<u>(2,018,260)</u>	<u>(2,914,266)</u>
Standard Cash & Investment Balance	199,785	27,285	153,760	10,212	10,507	10,811	11,124
Over (Under)	(106,324)	49,411	(6,249)	(375,781)	(931,489)	(2,029,071)	(2,925,390)

EMERGENCY TELEPHONE FUND

The Emergency Telephone System Fund (ETSF) was established to account for the proceeds of the telephone 9-1-1 surcharge. The purpose of the fund is to provide the resources necessary to maintain the Village's 9-1-1 emergency communications system and equipment.

Expenses in this fund are used to maintain, repair, and replace the Village's emergency communications equipment. Other expenses in the fund include a transfer of money to the General Fund for some of the personnel costs related to emergency communications. Year 1 reflects a \$50,000 expense for the local share and 25% match of the \$150,000 Pre-disaster Mitigation Grant for the new emergency generator at Village Hall. This has been re-budgeted from the current fiscal year as the grant is still being processed.

Year 1 also reflects the Village's share of the Net West Narrow-banding equipment upgrades. The FCC is requiring public safety radio license holders to refine and narrow-band their radio frequencies. Agencies must be in compliance on or before January 1, 2013. La Grange Park participates in the Net West Radio Network, along with the communities of Brookfield, La Grange and Western Springs. The four partners share all costs as equal partners (25% per community or \$22,500). -

**VILLAGE OF LA GRANGE PARK
FIVE YEAR FINANCIAL PLAN
EMERGENCY TELEPHONE FUND**

	FY 11-12 Budget. YEAR 0	FY 11-12 Est. Actual YEAR 0	FY 12-13 Proj. YEAR1	FY 13-14 Proj YEAR 2	FY 14-15 Proj. YEAR 3	FY 15-16 Proj. YEAR 4	FY 16-17 Proj. YEAR 5
Revenues							
Local Tax	130,000	130,000	130,000	130,000	130,000	130,000	130,000
Miscellaneous Revenue	6,500	8,000	6,200	6,500	6,500	6,500	6,500
Total Revenues	136,500	138,000	136,200	136,500	136,500	136,500	136,500
Expenditures							
Services	64,000	66,000	92,000	70,019	72,120	74,283	76,512
Capital Outlay	50,000	0	72,500	0	0	0	0
Supplies	500	500	500	500	500	500	500
Other Expenses	0	0	0	0	0	0	0
Interfund Transfer	34,000	34,000	35,000	36,050	37,132	38,245	39,393
Total Expenditures	148,500	100,500	200,000	106,569	109,751	113,029	116,404
Surplus / (Deficit)	(12,000)	37,500	(63,800)	29,931	26,749	23,471	20,096
Beginning Cash & Investment Balance	96,523	177,270	214,770	150,970	180,901	207,650	231,121
Ending Cash & Investment Balance	84,523	214,770	150,970	180,901	207,650	231,121	251,217
Standard Cash & Investment Balance	34,125	34,500	34,050	34,125	34,125	34,125	34,125
Over (Under)	50,398	180,270	116,920	146,776	173,525	196,996	217,092

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SECTION II

SECTION II

Section II lists all of the projects proposed to be funded within the time frame covered by the Five-Year Plan. The first two tables indicate the cost of any specific item in any given year regardless of funding source. For example, under the Police Department it is anticipated that over the next five years \$338,000 will be spent to replace squad cars (\$52,000 in Year 1, \$75,000 in Year 2, \$53,000 in Year 3, \$78,000 in Year 4, and \$80,000 in Year 5).

The next five pages of Section II detail proposed capital expenses for each fiscal year by funding source. For example, in Year 2, under "Street Paving – Beach – Phase 3", \$120,000 will be contributed by MFT, the Sewer Fund will contribute \$71,250, the Water Fund will contribute \$23,750 and the Capital Projects Fund will contribute \$260,000 for a total construction cost of \$475,000.

This type of presentation provides the Board with a more general overview on the first two pages of Section II and greater detail as the reader delves more deeply into the contents of the plan document.

**VILLAGE OF LA GRANGE PARK
MULTI-YEAR CAPITAL PROJECTS**

ITEM	YEAR 0 Budget FY 11-12	YEAR 0 Est. Act. FY 11-12	YEAR 1 Projected FY 12-13	YEAR 2 Projected FY 13-14	YEAR 3 Projected FY 14-15	YEAR 4 Projected FY 15-16	YEAR 5 Projected FY 16-17	MULTI-YEAR PLAN TOTAL
Administration:								
Computer Replacements	7,900	7,900	19,200	11,200	9,000	10,500	19,500	69,400
Computer Network Equipment	5,100	5,100	3,000	16,000	6,000	4,000	5,000	34,000
Office Furniture								0
Sub-Total	13,000	13,000	22,200	27,200	15,000	14,500	24,500	103,400
Police:								
Squad Notebook Replacement	26,000	26,000						0
Vehicle Replacement			52,000	75,000	53,000	78,000	80,000	338,000
Garage Repr & Door Replace				20,000				20,000
Repaint PD Offices					15,000			15,000
Replace PD Carpet & Floors					30,000			30,000
Sub-Total	26,000	26,000	52,000	95,000	98,000	78,000	80,000	403,000
Fire:								
Turnout Gear Replacement	11,869	11,869	12,226	12,226	12,970	12,970	13,400	63,792
Ongoing Hose Replacement	5,628	5,628	5,000	0	5,800	0	6,600	17,400
EMS Laptops					10,300			10,300
Five Inch Hose Conversion					34,630			34,630
Monitor / Defib Replacements						-60,000		60,000
Ladder Truck Replacement						203,000	203,000	406,000
Fire Station 2 Roof Replace							45,000	45,000
Thermal Imagers 1211/1222							10,500	10,500
Station Apparatus Bays Clean / Paint							20,000	20,000
Fire Station Floors / Lockers							85,000	85,000
Vehicle Mobile Data Terminals							55,000	55,000
FD Software Repalcement							20,000	20,000
Fire Simulation Software/Hardware							0	0
Public Education Robot							0	0
Public Education Safety House							0	0
Sub-Total	17,497	17,497	17,226	12,226	63,700	275,970	458,500	827,622
Public Works:								
Tree Purchases	15,000	14,185	15,000	15,000	10,000	10,000	15,000	65,000
Salt Purchase	40,000	40,000						0
Repl 1990 1 1/2 Ton	60,000	65,000						0
Repl. 1997 Dodge				35,000				35,000
Snow Plow Replacement				0		15,000		15,000
Replace Dump Body on 21/2 ton Truck				10,000	10,000			20,000
Repl 2000 JD Backhoe						100,000		100,000
Repl 2000 JD Frnt End Loader						120,000		120,000
Repl 1996 1 1/2 Ton							70,000	70,000
Repl 2000 JD Skid Steer Loader							40,000	40,000
Replace Street Sweeper							185,000	185,000
Sub-Total	115,000	119,185	15,000	60,000	20,000	245,000	310,000	650,000
Building:								
MSI Program Upgrades					8,240			8,240
Pool Car Replacement						27,800	0	27,800
Generator for Village Hall	200,000	0	200,000			0		200,000
Sub-Total	200,000	0	200,000	0	8,240	27,800	0	236,040

**VILLAGE OF LA GRANGE PARK
MULTI-YEAR CAPITAL PROJECTS**

ITEM	YEAR 0 Budget FY 11-12	YEAR 0 Est. Act. FY 11-12	YEAR 1 Projected FY 12-13	YEAR 2 Projected FY 13-14	YEAR 3 Projected FY 14-15	YEAR 4 Projected FY 15-16	YEAR 5 Projected FY 16-17	MULTI-YEAR PLAN TOTAL
Streets & Infrastructure:								
Sidewalk Slabjacking	8,000	7,000	10,000	10,000	10,000	10,000	10,000	50,000
Sdwlk/Curb Repl	14,000	14,000	40,000	20,000	30,000	35,000	30,000	155,000
Engineering (incl sidewalks)	25,000	4,300	11,000					11,000
Street Paving - Beach - Phase 2	490,000	526,000						0
Engineering - Beach - Phase 2	90,000	92,000						0
Blanchan Morgan Repair Project	192,000	189,400						0
Engineering Blanchan Morgan	50,000	31,700						0
Beach Ave Parking Lot			88,000					88,000
Street Paving - Beach - Phase 3				475,000				475,000
Engineering - Beach - Phase 3				80,750				80,750
Street Paving - Beach - Phase 4					500,000			500,000
Engineering - Beach - Phase 4					85,000			85,000
Brainard /Other Street Paving						525,000		525,000
Brainard/Other Engineering						89,250		89,250
Homestead Rd Repaving							250,000	250,000
Homestead Rd Engineering							42,500	42,500
Sub-Total	869,000	864,400	149,000	585,750	625,000	659,250	332,500	2,351,500
Water:								
Hand Held Reader Wtr Meter	6,000	6,100						0
Electrical Upgrade (2) VFDs	20,000	1,900						0
Elect Upgrade - Trans Switch	16,000	16,000						0
SCADA System Upgrade	40,000	40,000						0
Engineering	30,000	30,000						0
So. La Grange Rd. Water Main			775,000					775,000
So. La Grange Rd. (Engineering)			115,000					115,000
No. La Grange Rd. Water Main					425,000	425,000		850,000
No. La Grange Rd. (Engineering)					63,750	63,750		127,500
Repl 1983 Sullair Air Compressor						20,000		20,000
Beach Ave. Water Main Replc							0	0
Beach Ave. Water Main Eng							0	0
Homestead Road Wtr Main Rpl							520,000	520,000
Homestead Rd Engineering							78,000	78,000
Sub-Total	112,000	94,000	890,000	0	488,750	508,750	598,000	2,485,500
Sewer:								
Engineering	13,000	13,000	15,000	7,500	15,000	7,500	15,000	60,000
Sewer Televising & Cleaning	50,000	75,000	50,000	40,000	50,000	25,000	50,000	215,000
Sewer Point Repairs	35,000	35,000	100,000	40,000	75,000	50,000	100,000	365,000
Catch Basin & Sewer Repair	0	0	20,000	20,000	20,000	20,000	20,000	100,000
Sewer Lining	250,000	217,000		225,000		250,000		475,000
Engineering/ sewer lining	37,000	37,000		40,000		50,000		90,000
Stormwater Mgmt Project	150,000	0			150,000			150,000
Stormwater Mgmt Engineering	25,000	4,500			25,000			25,000
Sub-Total	560,000	381,500	185,000	372,500	335,000	402,500	185,000	1,480,000
Other Projects:								
Construct Public Works Building	1,245,000	0	1,245,000					1,245,000
Relocate water/sewer main to DPW building		0	75,000					75,000
Relocate electric lines to DPW building			50,000					50,000
Sub-Total	1,245,000	0	1,370,000	0	0	0	0	1,370,000
TOTAL	3,157,497	1,515,582	2,900,426	1,152,676	1,653,690	2,211,770	1,988,500	9,907,062

**VILLAGE OF LA GRANGE PARK
MULTI-YEAR CAPITAL PROJECTS
YEAR 1 - FY 2012-13**

	General Fund	2004 Debt Service	Water Fund	MFT	Sewer Fund	Capital Projects Fund	EMGCY Telephone Fund	Total
Administration:								
Computer Replacements						19,200		19,200
Computer Network Equipment						3,000		3,000
Village Hall Maintenance						0		0
Sub-Total	0	0	0	0	0	22,200	0	22,200
Police:								
Vehicle Replacement (2)						52,000		52,000
Net West Narrowbanding							22,500	74,500
Sub-Total	0	0	0	0	0	52,000	22,500	126,500
Fire:								
Turnout Gear Replacement						12,226		12,226
Ongoing Hose Replacement						5,000		5,000
Sub-Total	0	0	0	0	0	17,226	0	17,226
Public Works:								
Tree Purchases						15,000		15,000
Sub-Total	0	0	0	0	0	15,000	0	15,000
Building:								
Generator for Village Hall						150,000	50,000	200,000
Sub-Total	0	0	0	0	0	150,000	50,000	200,000
Streets & Infrastructure:								
Sidewalk Slabjacking						10,000		10,000
Sdwk/Curb Repl						40,000		40,000
Beach Ave Parking Lot Engineering						88,000		88,000
						11,000		11,000
Sub-Total	0	0	0	0	0	149,000	0	149,000
Water:								
So. La Grange Rd. Water Main			775,000					775,000
So. La Grange Rd. (Engineering)			115,000					115,000
Sub-Total	0	0	890,000	0	0	0	0	890,000
Sewer:								
Sewer Televising & Cleaning					50,000			50,000
Sewer Point Repairs					100,000			100,000
Catch Basin & Sewer Repair					20,000			20,000
Engineering					15,000			15,000
Sub-Total	0	0	0	0	185,000	0	0	185,000
Other Projects:								
Construct Public Works Building			250,000		125,000	870,000		1,245,000
Relocate water/sewer main to DPW building			15,000		7,500	52,500		75,000
Relocate electric lines to DPW building			10,000		5,000	35,000		50,000
Sub-Total	0	0	275,000	0	137,500	957,500	0	1,370,000
TOTAL	0	0	1,165,000	0	322,500	1,362,926	72,500	2,974,926

**VILLAGE OF LA GRANGE PARK
MULTI-YEAR CAPITAL PROJECTS
YEAR 2 - FY 2013-14**

	General Fund	2004 Debt Service	Water Fund	MFT	Sewer Fund	Capital Projects Fund	EMGCY Telephone Fund	Total
Administration:								
Computer Replacements						11,200		11,200
Computer Network Equipment						16,000		16,000
Village Hall Maintenance								0
Sub-Total	0	0	0	0	0	27,200	0	27,200
Police:								
Vehicle Replacement (3)						75,000		75,000
PD Garage Doors and Floor						20,000		20,000
Sub-Total	0	0	0	0	0	95,000	0	95,000
Fire:								
Turnout Gear Replacement						12,226		12,226
Ongoing Hose Replacement						0		0
Sub-Total	0	0	0	0	0	12,226	0	12,226
Public Works:								
Tree Purchases						15,000		15,000
Public Works Dodge Durango			8,750			26,250		35,000
Snow Plow Replacement						0		0
Replace Dump Body on 21/2 ton Truck			2,500			7,500		10,000
Sub-Total	0	0	11,250	0	0	48,750	0	60,000
Building:								
Sub-Total	0	0	0	0	0	0	0	0
Streets & Infrastructure:								
Sidewalk Slabjacking						10,000		10,000
Sdwlk/Curb Repl						20,000		20,000
Street Paving - Beach - Phase 3			23,750	120,000	71,250	260,000		475,000
Engineering - Beach - Phase 3						80,750		80,750
Sub-Total	0	0	23,750	120,000	71,250	370,750	0	585,750
Water:								
Sub-Total	0	0	0	0	0	0	0	0
Sewer:								
Sewer Televising & Cleaning					40,000			40,000
Sewer Point Repairs					40,000			40,000
Catch Basin & Sewer Repair					20,000			20,000
Engineering					7,500			7,500
Sewer Lining					225,000			225,000
Engineering - Sewer Lining					40,000			40,000
Sub-Total	0	0	0	0	372,500	0	0	372,500
Other Projects:								
Sub-Total	0	0	0	0	0	0	0	0
TOTAL	0	0	35,000	120,000	443,750	553,926	0	1,152,676

**VILLAGE OF LA GRANGE PARK
MULTI-YEAR CAPITAL PROJECTS
YEAR 3 - FY 2014-15**

	General Fund	2004 Debt Service	Water Fund	MFT	Sewer Fund	Capital Projects Fund	EMGCY Telephone Fund	Total
Administration:								
Computer Replacements						9,000		9,000
Computer Network Equipment						6,000		6,000
Village Hall Maintenance								0
Sub-Total	0	0	0	0	0	15,000	0	15,000
Police:								
Vehicle Replacement (2)						53,000		53,000
PD Painting						15,000		15,000
PD Carpeting & Floors						30,000		30,000
Sub-Total	0	0	0	0	0	98,000	0	98,000
Fire:								
Turnout Gear Replacement						12,970		12,970
Ongoing Hose Replacement						5,800		5,800
EMS Laptops						10,300		10,300
Five Inch Hose Conversion					-	34,630		34,630
Sub-Total	0	0	0	0	0	63,700	0	63,700
Public Works:								
Tree Purchases						10,000		10,000
Replace Dump Body on 21/2 ton Truck			2,500			7,500		10,000
Sub-Total	0	0	2,500	0	0	17,500	0	20,000
Building:								
MSI Program Upgrades						8,240		8,240
Sub-Total	0	0	0	0	0	8,240	0	8,240
Streets & Infrastructure:								
Sidewalk Slabjacking						10,000		10,000
Sdwlk/Curb Repl						30,000		30,000
Street Paving - Beach - Phase 4			25,000	130,000	75,000	270,000		500,000
Engineering - Beach - Phase 4						85,000		85,000
Sub-Total	0	0	25,000	130,000	75,000	395,000	0	625,000
Water:								
No. La Grange Rd. Water Main			425,000					425,000
No. La Grange Rd. (Engineering)			63,750					63,750
Sub-Total	0	0	488,750	0	0	0	0	488,750
Sewer:								
Sewer Televising & Cleaning					50,000			50,000
Sewer Point Repairs					75,000			75,000
Catch Basin & Sewer Repair					20,000			20,000
Engineering					15,000			15,000
Stormwater Mgmt Project					150,000			150,000
Stormwater Mgmt Engineering					25,000			25,000
Sub-Total	0	0	0	0	335,000	0	0	335,000
Other Projects:								
Sub-Total	0	0	0	0	0	0	0	0
TOTAL	0	0	516,250	130,000	410,000	597,440	0	1,653,690

**VILLAGE OF LA GRANGE PARK
MULTI-YEAR CAPITAL PROJECTS
YEAR 4 - FY 2015-16**

	General Fund	2004 Debt Service	Water Fund	MFT	Sewer Fund	Capital Projects Fund	EMGCY Telephone Fund	Total
Administration:								
Computer Replacements						10,500		10,500
Computer Network Equipment						4,000		4,000
Village Hall Maintenance						0		0
Sub-Total	0	0	0	0	0	14,500	0	14,500
Police:								
Vehicle Replacement (3)						78,000		78,000
Sub-Total	0	0	0	0	0	78,000	0	78,000
Fire:								
Turnout Gear Replacement						12,970		12,970
Ongoing Hose Replacement						0		0
Ladder Truck Replacement						203,000		203,000
Monitor / Defib Replacements						60,000		60,000
Sub-Total	0	0	0	0	0	275,970	0	275,970
Public Works:								
Tree Purchases						10,000		10,000
Snow Plow Replacement						15,000		15,000
Repl 2000 JD Backhoe			100,000					100,000
Repl 2000 JD Frnt End Loader			60,000			60,000		120,000
Sub-Total	0	0	160,000	0	0	85,000	0	245,000
Building:								
Vehicle Replacement						27,800		27,800
Sub-Total	0	0	0	0	0	27,800	0	27,800
Streets & Infrastructure:								
Sidewalk Slabjacking						10,000		10,000
Sdwlk/Curb Repl						35,000		35,000
Brainard /Other Street Paving						525,000		525,000
Brainard/Other Engineering						89,250		89,250
Sub-Total	0	0	0	0	0	659,250	0	659,250
Water:								
No. La Grange Rd. Water Main			425,000					425,000
No. La Grange Rd. (Engineering)			63,750					63,750
Repl 1983 Sullair Air Compressr			20,000					20,000
Sub-Total	0	0	508,750	0	0	0	0	508,750
Sewer:								
Sewer Televising & Cleaning					25,000			25,000
Sewer Point Repairs					50,000			50,000
Catch Basin & Sewer Repair					20,000			20,000
Engineering					7,500			7,500
Sewer Lining					250,000			250,000
Engineering - Sewer Lining					50,000			50,000
Sub-Total	0	0	0	0	402,500	0	0	402,500
Other Projects:								
Sub-Total	0	0	0	0	0	0	0	0
TOTAL	0	0	668,750	0	402,500	1,140,520	0	2,211,770



**VILLAGE OF LA GRANGE PARK
MULTI-YEAR CAPITAL PROJECTS
YEAR 5 - FY 2016-17**

	General Fund	2004 Debt Service	Water Fund	MFT	Sewer Fund	Capital Projects Fund	EMGCY Telephone Fund	Total
Administration:								
Computer Replacements						19,500		19,500
Computer Network Equipment						5,000		5,000
Village Hall Maintenance								0
Sub-Total	0	0	0	0	0	24,500	0	24,500
Police:								
Vehicle Replacement (3)						80,000		80,000
Sub-Total	0	0	0	0	0	80,000	0	80,000
Fire:								
Turnout Gear Replacement						13,400		13,400
Ongoing Hose Replacement						6,600		6,600
Ladder Truck Replacement						203,000		203,000
Fire Station 2 Roof Replacmt						45,000		45,000
Thermal Imagers 1211/1222						10,500		10,500
Station Apparatus Bays Clean / Paint						20,000		20,000
Fire Station Floors / Lockers						85,000		85,000
Vehicle Mobile Data Terminals						55,000		55,000
FD Software Replacment						20,000		20,000
Fire Simulation Software/Hardware						0		0
Public Education Robot						0		0
Public Education Safety House						0		0
Sub-Total	0	0	0	0	0	458,500	0	458,500
Public Works:								
Tree Purchases						15,000		15,000
Repl 1996 1 1/2 Ton			17,500			52,500		70,000
Repl 2000 JD Skid Steer Loader			10,000			30,000		40,000
Replace Street Sweeper						185,000		185,000
Sub-Total	0	0	27,500	0	0	282,500	0	310,000
Building:								
								0
Sub-Total	0	0	0	0	0	0	0	0
Streets & Infrastructure:								
Sidewalk Slabjacking						10,000		10,000
Sdwlk/Curb Repl						30,000		30,000
Homestead Rd Repaving			12,500	187,500	37,500	12,500		250,000
Homestead Rd Engineering						42,500		42,500
Sub-Total	0	0	12,500	187,500	37,500	95,000	0	332,500
Water:								
Beach Ave. Water Main Replc			0					0
Beach Ave. Water Main Eng			0					0
Homestead Road Wtr Main Rpl			520,000					520,000
Homestead Rd Engineering			78,000					78,000
Sub-Total	0	0	598,000	0	0	0	0	598,000
Sewer:								
Sewer Televising & Cleaning					50,000			50,000
Sewer Point Repairs					100,000			100,000
Engineering					15,000			15,000
Catch Basin & Sewer Repair					20,000			20,000
Sub-Total	0	0	0	0	185,000	0	0	185,000
Other Projects:								
								0
Sub-Total	0	0	0	0	0	0	0	0
TOTAL	0	0	638,000	187,500	222,500	940,500	0	1,988,500



Date: April 4, 2012
To: Village President & Board of Trustees
From: Julia Cedillo, Village Manager *gc*
RE: **Fiscal Year 2012-2013 Draft Budget**

The Draft FY 2012-13 Budget was distributed to the Village Board on March 8, 2012. The Finance Committee met on three occasions in March to review both the Draft Budget and the Five Year Plan. The minutes, questions and follow-up related to the Committee's discussion are included in the Budget Binder.

As a result of the Finance Committee's discussions, the April Draft of the FY2012-2013 Budget includes the following recommended changes.

Page Number	Description of Change
Page 64	Revise the MFT narrative to explain the year to year reduction in budgeted revenues (Estimated Actual vs. FY 2012-13 Budgeted).
Page 78	Revise the Capital Outlay narrative to add the following language in quotes: The Capital Projects Fund does not include any street paving projects "for the upcoming budget year."
Pages 25 & 26	Add in anticipated dollars related to the sergeant salary compression adjustment.
Pages 25 & 27	Fund the Police Pension contribution at the GASB actuarial level, rather than at the statutorily required level. The Police Department budget narrative on Police Pensions is revised accordingly. (A copy of the Actuarial Report is included in the Budget Binder.)

Staff also made two changes to the Water Fund Budget, as a matter of housekeeping. Under Capital Outlay, the Water Fund Portion of the purchase of a Director Vehicle and the Dump Body Replacement were zero'd out as they were moved to Year Two in the Five Year Plan.

Any further adjustments to the Draft Budget as a result of the Village Board's discussion on April 10th will be incorporated into a Final Draft Budget and will be provided to the Village Board prior to the April Village Board Meeting.

RESOLUTION NO. _____

**RESOLUTION APPROVING FY 2012-2013
OPERATING BUDGET**

WHEREAS, the Village of La Grange Park is required to adopt an annual budget prior to the start of the fiscal year; and

WHEREAS, the Village of La Grange Park operates on a May 1 through April 30 fiscal year; and

WHEREAS, the Village Board has reviewed and has conducted a public hearing on the proposed FY 2012-2013 budget.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of La Grange Park, Cook County, Illinois, as follows:

SECTION ONE: That the FY 2012-2013 Operating Budget is hereby approved.

SECTION TWO: That May 1, 2012 shall be the effective date of the annual operating budget.

ADOPTED BY THE PRESIDENT AND THE BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois this 24th day of April, 2012.

YES:

NOS:

ABSENT:

Approved this 24th day of April, 2012.

James J. Discipio, Village President
Village of La Grange Park

ATTEST: _____
Amanda G. Seidel
Village Clerk

RESOLUTION NO. _____

**RESOLUTION APPROVING FY 2012-2013
OPERATING BUDGET**

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ADOPTED BY THE PRESIDENT AND THE BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois this 24th day of April, 2012.

YES:

NOS:

ABSENT:

Approved this 24th day of April, 2012.

James J. Discipio, Village President
Village of La Grange Park

ATTEST: _____
Amanda G. Seidel
Village Clerk

Village Board Agenda Memo

Date: March 16, 2012
To: Village President & Board of Trustees
From: Julia Cedillo, Village Manager *JC*
RE: **Resolution Approving 2012-2013 Pay Plan**

GENERAL BACKGROUND:

Every May 1 the Village implements a revision to the pay plan that adjusts the starting and maximum rates for each position. This approval also applies a cost of living adjustment (COLA) to employee wages. The Village's Personnel Policy provides that employees not covered by a collective bargaining agreement may be granted adjustments based on the higher of:

1. The percentage increase of the consumer Price Index (Chicago-U) for the twelve months ending in December of the previous year (January 2011 – December 2011); or
2. The May 1 percentage increase of any collective bargaining agreement in effect at that time. If more than one collective bargaining agreement shall be in effect, the mean percentage increase of the agreements shall be applicable. The FOP collective bargaining agreement for Patrol Officers provides for a 2.5% adjustment while the Public Works Local 150 contract will expire on May 1, 2012. Therefore, no average is available.

The Personnel Policy further provides that "if financial conditions warrant, the Village Board may provide for a reduction or suspension of the increases prescribed."

Attached are two tables detailing the monthly and annual changes in the CPI-U (Chicago) published by the U.S. Department of Labor Bureau of Labor Statistics. Those figures show that the CPI-U (Chicago) went from 215.155 in January 2011 to 218.180 in December 2011. This represents an increase of 2.1%. One year ago, a 1% COLA increase was implemented for non-union employees while the annual increase was 1.2%. With respect to those employees that are covered by a collective bargaining agreement, the Village will abide by the terms of those agreements and implement wage adjustments as provided for in the agreements.

The attached Resolution and Schedule of Authorized Positions reflects a COLA of 2.1% for non-union employees. This is less than what is provided for in the collective bargaining agreement currently in effect for patrol officers (2.5%) while the agreement for Public Works employees will have expired, effective April 30, 2012. The Resolution and Schedule of Authorized Positions includes an additional 2.4% wage range adjustment for the police sergeant/commander positions to alleviate the internal wage compression that exists between these positions and that of the Police Department patrol officer position.

MOTION/ACTION REQUESTED:

Motion: Move to approve a "Resolution Approving Pay Plan and Schedule of Authorized Positions for FY2012-2013."

STAFF RECOMMENDATION:

It is recommended that the Village Board approve the attached resolution approving the pay plan schedule of authorized positions for FY2012-2013. The schedule as prepared and included with the resolution provides for a 2.1% COLA for those positions not covered by a collective bargaining agreement, as well as an additional 2.4% wage range adjustment for the sergeant and commander position.

DOCUMENTATION:

- CPI-U (Chicago) data published by the Bureau of Labor Statistics
- Resolution Approving Pay Plan and Schedule of Authorized Positions for FY 2012-2013
- Schedules of Authorized Positions and Compensation for Full-time and Part-time Employees

U.S. Department Of Labor
 Bureau of Labor Statistics
 Washington, D.C. 20212

Consumer Price Index

All Urban Consumers - (CPI-U)

Chicago-Gary-Kenosha, IL-IN-WI

All items

1982-84=100

Year	Semiannual Avg.		Annual Avg.	Percent change	
	1st Half	2nd Half		Dec-Dec	Avg-Avg
1982			96.2	7.0	6.9
1983			100.0	3.7	4.0
1984	102.6	105.0	103.8	3.3	3.8
1985	106.7	108.8	107.7	3.8	3.8
1986	109.1	110.9	110.0	1.6	2.1
1987	112.9	116.0	114.5	4.4	4.1
1988	117.0	121.0	119.0	4.8	3.9
1989	123.3	126.7	125.0	4.3	5.0
1990	129.9	133.5	131.7	6.4	5.4
1991	136.2	137.9	137.0	2.7	4.0
1992	139.9	142.2	141.1	3.3	3.0
1993	144.5	146.3	145.4	2.2	3.0
1994	147.4	149.8	148.6	3.0	2.2
1995	152.7	153.9	153.3	2.2	3.2
1996	156.2	158.7	157.4	3.8	2.7
1997	161.0	162.4	161.7	1.9	2.7
1998	164.4	165.6	165.0	1.4	2.0
1999	167.4	169.4	168.4	2.5	2.1
2000	172.6	175.1	173.8	3.9	3.2
2001	178.5	178.2	178.3	1.2	2.6
2002	180.1	182.2	181.2	2.5	1.6
2003	183.8	185.3	184.5	1.7	1.8
2004	187.2	190.1	188.6	2.2	2.2
2005	192.0	196.7	194.3	3.6	3.0
2006	197.9	198.8	198.3	0.7	2.1
2007	203.052	206.583	204.818	4.7	3.3
2008	212.193	212.878	212.536	-0.6	3.8
2009	208.525	211.465	209.995	2.5	-1.2
2010	212.602	213.139	212.870	1.2	1.4
2011	218.044	219.324	218.684	2.1	2.7

RESOLUTION NO. _____

**RESOLUTION APPROVING PAY PLAN AND SCHEDULE
OF AUTHORIZED POSITIONS FOR FY 2012-2013**

WHEREAS, the Village of La Grange Park has adopted a pay plan that establishes ranges and pay rates for employees; and

WHEREAS, the Village of La Grange Park amends the pay plan annually to coincide with the adoption of the annual budget.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of La Grange Park, Cook County, Illinois as follows:

Section 1: That the Pay Plan and Schedule of Authorized Positions attached is hereby approved.

Section 2: That May 1, 2012, shall be the effective date of the Pay Plan and Schedule of Authorized Positions.

ADOPTED BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois this 24th day of April 2012.

AYES:

NAYS:

ABSENT:

Approved this 24th day of April 2012.

James L. Discipio
Village President

ATTEST:

Amanda Seidel
Village Clerk

SCHEDULE OF AUTHORIZED POSITIONS AND COMPENSATION
[Full-Time Employees]
FY 2012 - 2013

	<u>AUTHORIZED POSITIONS</u>	<u>SALARY RANGE</u>
ADMINISTRATION		
Village Manager	1	<i>VB Determines</i>
Finance Director	1	\$73,715 - \$112,378
Assistant Village Manager	1	\$66,862 - \$103,079
Executive Secretary	1	\$43,099 - \$64,456
Principal Fiscal Assistant	1	\$41,048 - \$58,902
Senior Fiscal Assistant	1	\$37,231 - \$53,605
Administrative Clerk	1	\$33,769 - \$48,827
Fiscal Assistant	1	\$33,769 - \$48,827
FIRE/BUILDING DEPARTMENT		
Director of Fire & Building	1	\$77,402 - \$115,866
Building Inspector	1	\$48,047 - \$68,636
POLICE DEPARTMENT		
Police Chief	1	\$77,402 - \$115,866
Deputy Police Chief	1	\$66,862 - \$104,111
Commander	1	\$65,175 - \$89,846
Sergeants	4	\$65,175 - \$89,846
Police Officers	17	<i>Union Contract</i>
Telecommunicators	4	\$37,231 - \$51,324
Secretary	1	\$37,231 - \$51,324
Records Clerk	1	\$33,769 - \$48,827
PUBLIC WORKS DEPARTMENT		
Public Works Director	1	\$73,715 - \$112,378
Crew Foreman	1	<i>Union Contract</i>
Mechanic	1	<i>Union Contract</i>
Water Operator	1	<i>Union Contract</i>
Maintenance Worker	6	<i>Union Contract</i>

SCHEDULE OF AUTHORIZED POSITIONS AND COMPENSATION
[Part-Time & Seasonal Employees]
FY 2012 - 2013

	<u>AUTHORIZED POSITIONS</u>	<u>COMPENSATION</u>			
ADMINISTRATION					
Village Clerk	1	\$11,642	/	Year	
Village Treasurer	1	\$10,371	/	Year	
Building Inspector	1	\$26.77	-	\$36.86	/ Hour
Summer Intern	1	\$10.52	/	Hour	
POLICE DEPARTMENT					
Police Officers	1	\$21.74	/	Hour	
Auxiliary Officers	1	\$14.85	/	Hour	
Sgt - Auxiliary Officers	1	\$15.53	/	Hour	
Telecommunicators	4	\$17.88	-	\$20.93	/ Hour
Crossing Guards	17	\$13.51	/	Hour	
PUBLIC WORKS DEPARTMENT					
Seasonal Maint Workers	5	\$10.22	/	(year 1)	
		\$11.33	/	(year 2)	
		\$12.41	/	(year 3)	
Executive Secretary (8 Hrs/Week)	1	\$20.72	-	\$30.49	/ Hour
FIRE DEPARTMENT					
Division Chief	3	\$27.75	-	\$38.98	/ Hour
Captain	2	\$26.45	-	\$37.13	/ Hour
Lieutenant	4	\$23.98	-	\$33.69	/ Hour
Firefighter	40	\$21.76	-	\$30.56	/ Hour

Public Works Garage Committee

Scott Mesick, Chairman

LaVelle Topps

Susan Storcel

Village Board Agenda Memo

Date: April 5, 2012
To: Village President and Board of Trustees
From: Julia Cedillo, Village Manager 
RE: **Construction Delivery Methods Presentation – Legat Architects**

GENERAL BACKGROUND

In February of this year, the Village Board voted to proceed forward with the schematic design phase of the Public Works Garage project and to execute the contract for schematic design services with Legat Architects.

As part of the process, the Village has assembled a team of staff members including Assistant Village Manager Emily Rodman (Village Manager Julia Cedillo – *alternate*), Interim Public Works Director Rick Radde, Village Engineer Paul Flood and Building Inspector Rob Wierzba, to work directly with Legat. During the schematic design phase, the Village team will be working collaboratively with Legat’s team to ensure that the final schematic design meets the needs of the Village, while staying within the identified budget. To date, the team has met on two occasions at the Legat Offices in Oak Brook, with the third (and possibly final) team meeting to take place on April 16th.

While the schematic design phase is underway and prior to proceeding further with the project, the Village should consider what approach it would like to employ when proceeding with construction of a facility. Typically, property owners approach construction in one of three ways: the “Design/Bid/Build” approach, the “Design/Build” approach or the “Construction Management (CM)” approach. The Village’s contracted architect Marc Rohde of Legat Architects will be present at the April 10, 2012 Work Session to provide a brief overview of each of the methods and answer any questions the Village Board may have. It should be noted that regardless of the approach selected, Village staff will continue to oversee the project through completion.

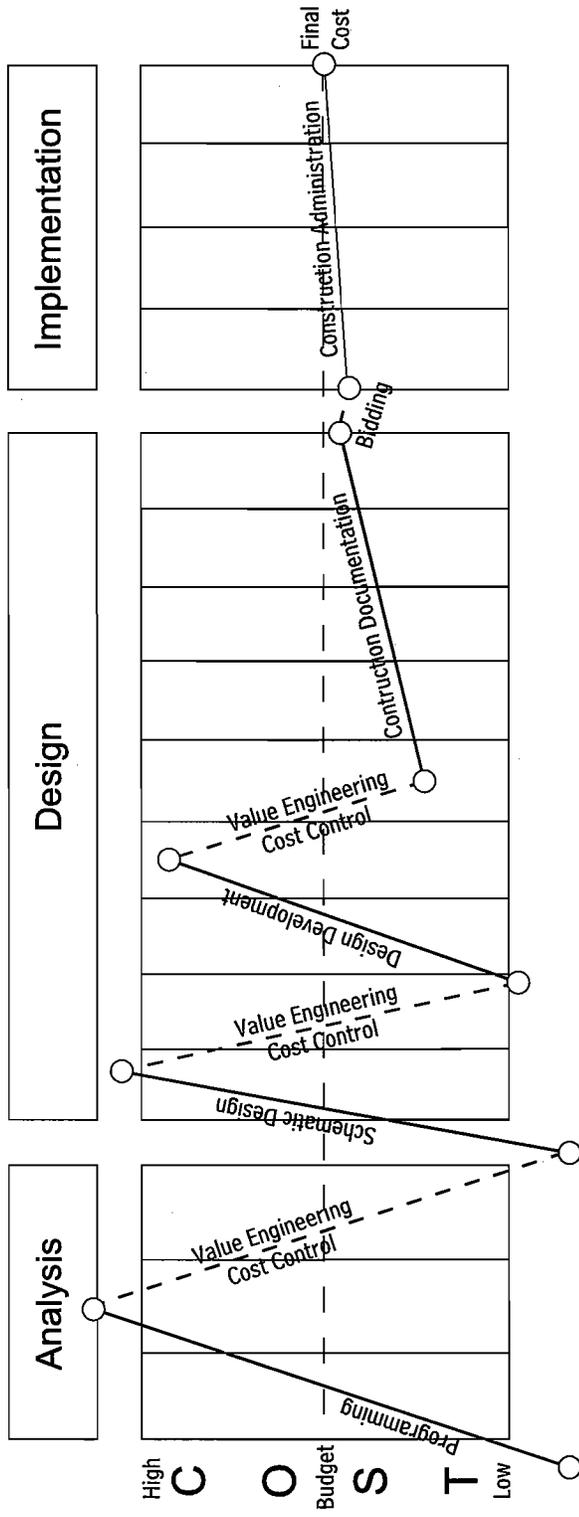
MOTION / ACTION

No action is requested at this time. The presentation is for discussion only. Staff will consult with Village Attorney Keating regarding the legal aspects related to project delivery method types.

DOCUMENTATION

- Construction Project Delivery Methods Diagram (Provided by Legat)
- Value Engineering Process Chart (Provided by Legat)

Note: The next Public Works garage Committee Meeting has been confirmed for Monday, April 16, 2012 at 7:00 p.m.



Village Manager's Report

VILLAGE BOARD AGENDA MEMO

DATE: April 4, 2012
TO: Village President and Board of Trustees
Cc: Julia Cedillo, Village Manager
FROM: Rick Radde, Interim Director of Public Works 
RE: Westchester Sanitary Sewer Improvement

On April 2, 2012, Westchester Village officials met with La Grange Park staff to discuss a proposed plan in which the Village of Westchester would be installing a replacement sanitary sewer line. Westchester is proposing to abandon their current sewer line currently located within the Cook County Forest Preserve property, as they have no effective means of maintaining the system.

The proposed alignment of this new sewer falls within the Village corporate limits as follows:

- Within existing La Grange Park street right-of-way along Edgewood Avenue (south of 31st Street)
- Continue south to the new Jackson Avenue bike path (the sewer would run parallel to the bike path along this point)
- Then cross under Salt Creek at the pedestrian bridge
- And continue to the tie-in point where the Metropolitan Sanitary District's interceptor sewer is located west of Brainard on Jackson (at the entrance to the bike path). *This is where the existing Westchester sewer system currently ties in.*

The project is in the conceptual stage of development, and the Village of Westchester is seeking funding through the IEPA Revolving Loan Fund. If funds are secured, design plans would be produced and then submitted to the Village of La Grange Park for review.

Currently, Westchester is only seeking a letter of concurrence from the Village of La Grange Park with regard to the grant application stating that at this stage, the Village supports Westchester's project on a conceptual basis. Completion of this project does provide an ancillary benefit to the Village and the outfall system. Because the existing sewer pipe is in poor condition, ground water and creek water runoff infiltrate into the system, inhibiting the capacity of the MWRD interceptor system. A new sewer pipe would net greater capacity for our Village, but in a relatively small manner.

Action Motion: No action is being requested. Staff is available to answer any questions or address any concerns.

Attachments

- Preliminary Site Plan – Conceptual
- Draft of Letter of Concurrence

(LETTERHEAD)

DRAFT CONCURRENCE LETTER

April 10, 2012

Village President Sam D. Pulia
Village of Westchester
10300 West Roosevelt Road
Westchester, Illinois 60154

Dear President Pulia,

On behalf of the Village of La Grange Park, I am confirming our concurrence with your application to the IEPA Revolving Loan Fund for the Sunnyside Sanitary Sewer Replacement Project, as we are willing to support the project, subject to further review.

By way of background, representatives from each of our Villages met on April 2, 2012 to discuss the project and review preliminary conceptual plans. Our Village Engineer also reviewed the project's components. The Village is in receipt of the draft project document, as well as the preliminary site plan. The Village is aware that a good deal of the replacement pipe extends into La Grange Park's boundaries, and discharges in the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) interceptor, located proximate to the bike trail entrance at the Jackson and Brainard intersection, in La Grange Park.

The Village understands that locating the replacement pipe within an open corridor / right of way is more advantageous in terms of accessibility (for maintenance) than the pipe's current location within the Cook County Forest Preserve. The Village also understands that the current condition of the existing pipe is such that its flow is compromised with infiltration of ground water and creek water. A new sanitary sewer pipe would provide efficient sanitary flow, resulting in two positive outcomes: (1) a slightly enhanced capacity of the MWRDGC interceptor pipe, and (2) a reduction in the amount of rain water infiltration that is unnecessarily treated.

At this time, the Village is receptive to granting necessary easements related to this project, pending further review of the project. We have received reassurance from you and your staff that our Village will be involved in the planning in this project as it impacts our public rights of way. We are aware that the Village of La Grange Park will be co-signatories on the MWRDGC permit application. Finally, it

should be noted that the project will be required to go through our Village's Plan Review process in order for local permits to be granted.

Should you have any questions regarding this correspondence, do not hesitate to contact me or Village Manager, Julia Cedillo at 708-354-0025.

Sincerely,

Dr. James L. Discipio
Village President

Cc: Village Board of Trustees
Julia Cedillo, Village Manager
Cathleen Keating, Village Attorney
Paul Flood, Village Engineer
Rick Radde, Interim Director of Public Works

Items of Interest

VILLAGE OF LA GRANGE PARK
La Grange Park Village Hall, 447 N. Catherine Ave., La Grange Park, Illinois

Seeds of Greatness Dinner

**Wednesday, April 18th at 5:30
p.m. William Tell Holiday Inn**

WCMC Annual Dinner

**Friday, May 11th at 6:00 p.m.
Donald E. Stephens Convention
Center**

2012 MEETINGS REMINDER

April 24, 2012	Village Board Meeting	7:30 p.m.	Village Hall
May 8, 2012	Work Session Meeting	7:30 p.m.	Village Hall
May 22, 2012	Village Board Meeting	7:30 p.m.	Village Hall
June 12, 2012	Work Session Meeting	7:30 p.m.	Village Hall
June 26, 2012	Village Board Meeting	7:30 p.m.	Village Hall
July 10, 2012	Work Session Meeting	7:30 p.m.	Village Hall
July 24, 2012	Village Board Meeting	7:30 p.m.	Village Hall
August 14, 2012	Work Session Meeting	7:30 p.m.	Village Hall
August 28, 2012	Village Board Meeting	7:30 p.m.	Village Hall
September 11, 2012	Work Session Meeting	7:30 p.m.	Village Hall
September 25, 2012	Village Board Meeting	7:30 p.m.	Village Hall
October 9, 2012	Work Session Meeting	7:30 p.m.	Village Hall
October 23, 2012	Village Board Meeting	7:30 p.m.	Village Hall
November 13, 2012	Work Session Meeting	7:30 p.m.	Village Hall
November 27, 2012	Village Board Meeting	7:30 p.m.	Village Hall
December 11, 2012	Work Session Meeting	7:30 p.m.	Village Hall