

ORIGINAL

**VILLAGE OF MAYWOOD  
BOARD OF TRUSTEES  
SPECIAL BOARD MEETING / BUDGET WORKSHOP FY2017  
TUESDAY, MARCH 29, 2016**

**1. Call to Order**

The Special Board Meeting of Tuesday, March 29, 2016 was called to order by Mayor Edwenna Perkins at 7:01 p.m., in the Council Chambers at 125 South 5<sup>th</sup> Avenue, Maywood, IL 60153.

**2. Roll Call**

Upon roll call by Viola Mims, Village Clerk, the following answered **Present:** Mayor Edwenna Perkins, Trustee(s) H. Yarbrough, I. Brandon, A. Dorris, M. Rogers, M. Lightford and R. Rivers **Absent:** None. **There being a Quorum Present, the Meeting was convened.**

**Staff Attendance:**

- Willie Norfleet, Jr., Village Manager
- David Myers, Asst. Village Manager / Director of Community Development
- Valdimir Talley, Jr., Chief of Police
- Elijah Willis, Deputy Police Chief
- Lanya Satchell, Finance Director
- John West, Director of Public Works

**3. Public Comments**

**Comments from the Public** – Comments were made by the following individuals: G. Clay on behalf of A. Clay, G. Clay and J. Ratley. Comments are available upon request in the Clerk’s office.

**Response to Public Comments** – Mayor Perkins, Clerk Mims, Mr. Norfleet, Chief Talley, Trustee(s) Brandon, Dorris, Rivers and Lightford responded to public comments. Comments are available upon request in the Clerk’s office.

**4. Considerations**

**A. Presentation of 2016/2017 Annual Budget**

Mr. Norfleet noted the meeting was called to have a discussion regarding the budget for FY 2017. He noted most department heads were present to provide additional information the Board may seek. He also noted the costs of the potentiality of moving the administrative departments from its current location to the Multi-purpose Building is not included in this budget

Ms. Satchell reviewed the compilation that had input provided by each department. She noted the **total proposed balanced operating budget for FY2017 is \$36,735,663.00**, which indicates a reduction from last year’s budget of \$319.664.00, and proceeded to speak on the following outline.

Highlights of the **General Fund of \$22,261,275.00** with expenditures and revenues balanced are:

- Contractual and professional services in the Presidents and Trustees department have been reallocated to the Manager’s department.
- HR Assistant \$47,000.00
- Upgrade Microsoft Office \$13,000.00
- Senior Club \$7,470.00
- Historical Preservation Commission \$6,000.00

- Environmental Commission \$11,100.00
  - Village Wide – Village Pride \$4,300.00
  - Education – rain barrel \$600.00
  - Awards \$750.00
  - Electronic recycling \$1,500.00
  - Publication of initiatives \$2,000.00
  - Other initiatives \$1,950.00
- Village Sponsorship
  - Bataan Day \$2,000.00
  - Turkey Give Away \$5,000.00
  - Employee Holiday Party \$10,000.00
  - Safe Summer \$2,500.00
  - Old Timers Picnic \$2,500.00
- Regular Salaries for the Police Department are \$5,389,222.00 with a total budget of \$7,779,200.00
  - Salaries include three (3) New Hires \$131,529.00
  - Training for new Patrol Officers \$24,500.00
- Regular Salaries in the Fire Department are \$3,540,982.00 with a total budget of 5,662,076.00
  - Salaries include five (5) New Hires \$329,225.00
- Fire Engine \$460,000.00 (carry over from FY16)
- Façade repair at Multi-purpose Building \$75,000.00
- PD HVAC replacement \$45,000.00
- Multi-purpose Building HVA replacement \$45,000.00
- Summer Program \$40,000.00 (\$25,000.00 for youth / \$15,000.00 for College Interns)

The highlight of the **Motor Fuel Tax Fund (MFT) of \$624,231.00** with expenditures and revenues balanced is:

- As a result of stricter guidelines for the use of MFT revenue, this budget reflects an increase of \$114,496.00 in salaries to offset the cost of contractual/professional services moved to the general fund. The increase represents an additional laborer (for a total of four) and 50% of the Public Works Directors salary (\$47,799.00).

The highlight of the **E911 Fund of \$96,703.00** with expenditures and revenues balanced is:

- The E911 Fund was established to assist with the operations and maintenance of equipment for the Village dispatch center. Recognizing mandates by the state, the E911 center will lose 50% of its funding and require restructuring in the near future.

The highlight of the **Recreation Fund of \$92,500.00** with expenditures and revenues balanced is:

- The Village and West Cook YMCA are partnering to ensure the pool will open and is managed safely. West Cook YMCA requests financial assistance in staffing and pool maintenance in the amount of \$72,880.00 (\$48,000.00 and \$24,880.00 respectively)

The highlight of the **Federal Grant Fund of \$116,000.00** with expenditures and revenues balanced is:

- The US Marshall Forfeiture program affords communities who participate in the program a percentage of seized assets. The Chief has projected the Village will

receive \$116,000.00 to which he hopes to purchase four squad cars (2 new and 2 used).

The highlight of the **Series 2015 Bond Fund of \$2,753,600.00** with expenditures and revenues balanced is:

- The Bond Fund was established to monitor and make payment for the General Obligation Corporate Purpose Refunding Bonds, Series 2015

Highlights of the **Water Sewer & Garbage Fund of \$9,471,354.00** with expenditures and revenues balanced are:

- Change pumps \$70,000.00
- Water main breaks \$75,000.000
- B-Box repairs and separation \$100,000.00
- Sewer collapse \$144,000.00
- Hydrant repairs \$36,000.00
- New full-time Water Technician in Water Collections in the amount of \$41,613.00
- New vehicle for Water Technician \$35,000.00
- Flood assistance program – sewer back flow prevention in the amount of \$50,000.00

Highlights of the **5<sup>th</sup> Ave. / Madison St. Tax Increment Financing (TIF) Fund of \$645,000.00** with expenditures and revenues balanced are:

- Lighting – Maywood Market \$20,000.00
- Public Drive Improvements \$195,000.00
- Sanitary Service Main – Maybrook \$150,000.00
- Sanitary Service – 40 Madison \$130,000.00

Highlights of the **Roosevelt Rd. Tax Increment Financing (TIF) Fund of \$275,000.00** with expenditures and revenues balanced are:

- Sub-Station Phase 1 \$36,000.00
- Façade Program \$50,000.00

**Discussion:** Mayor Perkins, Trustee(s) Yarbrough, Brandon, Dorris, Rogers, Lightford and Rivers made comments raised questions and/or concerns. Mr. Norfleet, Ms. Satchell, Chief Talley, Mr. West, Mr. Meyers and/or Mayor Perkins responded to their concerns.

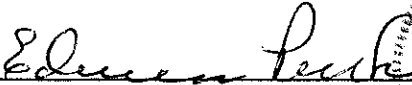
**There were general requests to look into creating a line item for a Maywood Fest in the range of \$20,000.00 to \$30,000.00, a line item to put starter funds aside for a 13<sup>th</sup> Avenue road improvement project in partnership with Broadview, and a hold on the line item of \$20,000.00 for the lighting at the Maywood Market.**


**5. Other Matters:** None

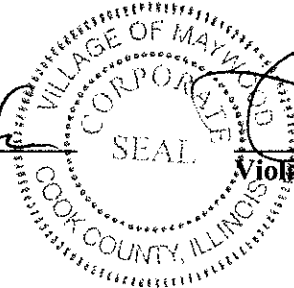
**Adjournment**

Mayor Perkins and the Board of Trustees adjourned the March 29, 2016, Special Board Meeting with a Motion by Trustee Brandon and a Second by Trustee Dorris at 9:46p.m. in the Village of Maywood Council Chambers.

**The vote was affirmed unanimously by the Board of Trustees at 9:46p.m.**

  
**Edwenna Perkins, Mayor**

  
**Viola Mims, Village Clerk**



Cc: Mayor Perkins  
Board of Trustees  
Village Clerk, Viola Mims  
Village Manager, Willie Norfleet, Jr