



Village of Hanover Park Administration

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EDWARD J. ZIMEL, JR.

VILLAGE MANAGER
JULIANA A. MALLER

VILLAGE OF HANOVER PARK

FINANCE COMMITTEE REGULAR MEETING MINUTES

**Thursday, January 31, 2013
5:00 p.m.
Village Hall Municipal Complex
2121 W. Lake Street
Hanover Park, IL 60133**

1. Call to Order- Roll Call

The meeting was called to order at 5:06 p.m. by Chairman Cannon. Roll call was taken. Finance Committee members present were Chairman Bill Cannon and committee member Ed Zimel Jr.. Also present was Village Manager Juliana Maller, Finance Director Rebekah Flakus, Assistant Finance Director Kay Nees and Human Resources Director Wendy Bednarek. Eira Corral also was present at the meeting.

2. Acceptance of Agenda

Committee member Zimel made a motion to accept the agenda, seconded by Committee Chair Cannon. Agenda voted on and accepted.

3. Presentations/Reports – None

4. Townhall Session – No persons registered

5. Approval of Minutes – 11/5/2012

The prior meeting minutes of November 5, 2012 were reviewed. A motion was made by Zimel to approve the minutes, seconded by Cannon.

6. Action Items - None

7. Old Business – None

8. New Business

a. Fiscal Year 2014 Budget Discussion

Village Manager Maller began the discussion with an overview of her process approach to the budget. Direction was originally given to Staff that each department was to present a budget with a 3% reduction in non-personnel costs over Fiscal Year 2013 Budget. All line items were later reviewed and an additional 1.1 million in expenditures were cut in an attempt to balance the budget. Maller also mentioned the addition of the 5-year capital plan to the budget process.

A review of the revenues for the Fiscal Year 2014 budget was discussed. Village Manager Maller, Director Flakus and Assistant Director Nees reviewed bullet points of all revenues reviewed throughout the budget process. Staff recommended a 0.25% increase in Home Rule Sales Tax in order to balance the budget. Committee Chair Cannon wanted the Village of Hanover Park to be competitive with tax rates compared to surrounding Villages/Cities. After review of surrounding areas, the direction was to proceed with the Sales Tax increase.

Expenditures for the Fiscal Year 2014 Budget were discussed. Village Manager Maller gave an overview of the reductions in expenses that were totaling the 1.1 million, including all special events costs. Using approximately \$267,000 of reserves to assist in funding of the ERP system was discussed and recommended by staff. Direction was given to leave all special events in the budget and to use the reserves to fully fund the ERP.

Committee Chair made the recommendation to remove \$20,250 of tree planting from the budget, to add back in special events that were a positive to the Village. Direction was also given to stop printing and mailing of the Highlighter saving the Village \$35,000. The Committee wants to see what the cost would be to send it out electronically for a year. Committee Chair Cannon and Committee member Zimel also wanted to know if the reduction of \$6,000.00 in Permit Revenue was included in the current Budget draft to cover the waiver of Hanover Park Park District permit fees. Staff assured the Committee the waiver amount was included.

Staff will make the Committees recommended changes and present the budget to the Village Board at the February 21st, 2013 Board Workshop. Staff will be bringing an agenda item to the Village Board to approve the Fiscal Year 2014 proposed Budget and Sales Tax increase at Village Board Meetings in March, 2013.

9. Adjournment - Motioned by Zimel, second by Cannon. Meeting adjourned at 7:24 p.m.