

**FINANCE COMMITTEE**  
**May 4, 2023, MEETING MINUTES**  
**Village Hall**  
**740 Hillgrove Avenue, Board Room**  
**Western Springs, IL 60558**

**May 4, 2023 @ 5:30 p.m.**

Present

Chair Heidi Rudolph, Trustee Scott Lewis, Village Manager Ellen Baer, Deputy Village Manager Casey Biernacki, Director of Engineering Services Jeff Koza, Director of Municipal Services Matthew Supert, Assistant Director of Municipal Services Erin Duffy

Agenda Items

1. Public Comment

There were no public comments.

2. Approval of Minutes

Trustee Lewis moved, seconded by Chair Rudolph, to approve the minutes of the meeting of March 8, 2023, as read. The motion passed on a roll call vote. Voting aye: Chair Rudolph and Trustee Lewis. Voting nay: None.

3. Stormwater Utility Fee Credits Manual

Deputy Village Manager Biernacki presented the Storm Water Utility Fee Credits Manual to the Finance Committee. Deputy Biernacki outlined credit eligible improvements that could be constructed by property owners for a credit to the new storm water utility fee. Deputy Biernacki also outlined the Community Partnership and Subdivision Stormwater Management credits and how they could be applied. Director Koza outlined how credits are calculated and considered during the application process.

Chair Rudolph appreciated the detail of the manual but questioned if the requirements for a report from an engineering company on the runoff achieved was extensive. Director Koza noted this requirement was at the discretion of the Village Engineer and believed it would be focused on commercial, government entities, and extensive residential. He added that the reports may not be necessary for smaller scale residential improvements.

Chair Rudolph questioned if the program included maintenance requirements for the improvements. Deputy Biernacki explained that a maintenance program was required and reapplication was required every 3 years to confirm that maintenance was occurring.

The Finance Committee recommended that this item be considered by the Village Board for approval.

4. Lead Service Line Replacement Funding Considerations

Director Supert reviewed the lead service line replacement requirements that have been outlined by the IEPA. He presented policy considerations for funding the lead service line replacement in response to the Finance Committee's previous request.

Director Supert reviewed various funding mechanisms available to the Village and a summary of what other communities in the area are pursuing. A discussion ensued about the other communities and their strategies. Trustee Lewis questioned how the program would be rolled out to the community and which portions of the community would be focused on first. Director Supert explained that they are currently completing the lead service line inventory and they would have a better understanding after that is complete. He added that the impact to roadways may require the program to work ahead or alongside the annual roadway program.

Director Supert recommended that the Village continue to pursue the water supply low interest loan program and the Finance Committee agreed to move this consideration to the Village Board.

5. Raftelis Professional Services Agreement Amendment and Budget Amendment

Deputy Biernacki outlined an agreement and budget amendment request for the Raftelis Phase II Storm Water Utility Fee Study. Deputy Biernacki explained the need for an additional \$20,470 that would be required to fully implement the Stormwater utility. He explained that the major additional expense was related to the Village's billing system, MUNIS, and the difficulties staff and Raftelis were having with that organization. Staff instead planned to work with Raftelis to implement the billing data into the Village's system without the assistance of MUNIS, which would increase costs with Raftelis.

The Finance Committee reviewed the request and recommended that the Village Board consider the amendment to the agreement and accompanied budget amendment.

6. 2022 Budget Amendments

Deputy Manager Biernacki outlined two budget amendments to the TIF fund for consideration by the Finance Committee.

He outlined an amendment to the Downtown TIF South fund for FY2022 of \$74,000 based on the deliverance of Cook County property taxes and a disbursement to Hawthorne, LLC that took place in 2023. In short, the disbursement occurred in 2023 but the revenues from the Cook County property taxes were accounted back to 2022, which requires the expenditure to also be accounted to 2022.

The second budget amendment reclassified some streetscape related expenditures from 2021 to 2022, in the Downtown TIF North fund.

7. Adjourn

MOTION:

Chair Rudolph made a motion to adjourn, seconded by Member Lewis. The motion passed on a unanimous voice vote. The meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Deputy Manager Casey Biernacki

Approved: August 10, 2023