

MINUTES OF THE VILLAGE OF WESTERN SPRINGS  
PRESIDENT AND BOARD OF TRUSTEES  
SPECIAL BUDGET WORKSHOP MEETING  
Monday, October 10, 2022

President Alice F. Gallagher, Presiding  
Call to Order, 5:30 p.m.  
Deputy Village Clerk Elaine Haeske

Board Members Present

Nicole Chen  
Alan Fink  
James John  
Scott Lewis  
Heidi Rudolph  
James Tyrrell\*

\*Arrived at 5:39 p.m.

Absent: Trustee Fink

Ellen Baer, Village Manager  
Casey Biernacki, Deputy Village Manager  
Matt Supert, Director of Mun Svcs  
Brian Budds, Dir. of Law Enf. Svcs.  
John Mastandona, Director of Finance  
Mike Kelly, Director of Fire & EMS  
Jeff Koza, Director of Engineering  
Tony Budzikowski, Director of CD  
Aleks Briedis, Director of Rec  
Asst. to Vlg Mg. Chavez  
Michael Jurusik, Village Attorney

Electronic Attendance: None.

**CALL TO ORDER**

The meeting opened at 5:30 p.m.

**ROLL CALL**

Roll call as noted above.

**2023 BUDGET WORKSHOP**

Director of Municipal Services Supert provided a draft updated Municipal Services Capital Outlook Report (COR) which is a long-rang planning document designed to summarize the Village's anticipated capital needs and infrastructure improvements during the document's plan period. The COR's goal is to ensure that the Village's infrastructure meets both the service demands of the public and operational needs of the organization. The COR is updated annually during the Village's annual budget process and focuses on the five upcoming fiscal years following the current year. Staff works closely with the Board to make changes, publishing the

final document each spring after the approval of the annual budget. Detailed information regarding each fund and project can be found in the annual budget report.

Deputy Village Manager Biernacki provided an update to the Board of the Capital Infrastructure Plan. Following a qualified based selection (QBS) process regarding the development of a Capital Infrastructure Plan, on April 25, 2022, the Board approved the firm of Baxter & Woodman, Inc. as the selected vendor for the Capital Infrastructure Plan. This plan is intended to determine present and future infrastructure projects and maintenance needs, as well as associated costs, for all public infrastructure, including roadway, storm and sanitary and combined sewers, water production and distribution, municipal facilities, sidewalk, and street lighting. Work has begun to identify and prioritize each individual infrastructure improvement with cost estimates, sustainability options, and ongoing capital assessments.

Director of Finance Mastandona provided an overview of trends of the different revenue funds to the Board of Trustees. Deputy Village Manager Biernacki provided an update on activity on the storm water utility fee. Director of Municipal Services Supert then reviewed the draft Capital Outlook Report for the Board. Discussion followed.

President Gallagher extended her kudos to Director Supert on his work on providing and updating the Capital Outlook Report.

## **ADJOURN**

Trustee Lewis moved, seconded by Rudolph, to adjourn the Board meeting.  
The motion passed on a unanimous voice vote.

The meeting adjourned at 6:50 p.m.

Respectfully submitted,



Deputy Village Clerk Elaine Haeske