

1) PLEDGE OF ALLEGIANCE AND CALL TO ORDER

The special meeting of the Board of Trustees of the Village of Deer Park was held on Tuesday, March 27, 2007, at Charles Quentin Elementary, 21250 W. Shirley Road, Palatine, in the Village of Deer Park, in the counties of Lake and Cook, Illinois. President Gifford called the meeting to order at 7:00 p.m. Village officials and guests recited the Pledge of Allegiance.

2) ROLL CALL AND DETERMINATION OF A QUORUM

Upon roll call, the following were present: President Gifford, Trustees Dowell, Ekstrom, Kizior, Rotter, Plautz, and Thrun. Other Village officials present were Administrator Connors, Treasurer Stade, Clerk Meyle, and Attorney Keller. President Gifford stated there is a quorum.

3) APPROVAL OF AGENDA

4) REVIEW OF 2007-2008 BUDGET

Trustee Dowell began the review of the budget by reminding the Board that, as it has done in the past, it is good practice to keep three to four months spending in cash reserves at all times. Trustee Dowell asked each Board member to consider the amount of cash reserves he/she would be comfortable with in regard to the 2007-2008 budget. The general consensus was to keep \$1.1 million in reserves.

Trustee Dowell reviewed the budget proposal with the Board taking them through it line by line twice. The outcome of the review is summarized in the table below along with the following comments:

- ◆ Administrator Connors recommended that the Board consider increasing its Business Registration and Permit fees. These fees have not been reviewed for several years and raising them would increase receipts for the Village.
- ◆ Trustee Rotter would like to see a reconciliation of the reimbursable items as a part of future Village budgets.
- ◆ Administrator Connors recommended that, in the future, the Board should allocate engineering fees to individual capital projects so that the Board gets a better idea of how much each project actually costs. The method currently used is for all engineering fees to be totaled under one category.

Receipts	Calendar Year 2006	5/1/2006 - 01/31/07	4/30/2007	2008 Approved	Notes
	Actual	Actual	Budget	Budget	
Boundary Agreement Repayment	17,691		17,230	16,770	Per schedule
Building Permits	138,691	226,426	80,000	135,000	Based on calendar 2006 <i>Per B Holmes</i>
Business Registration Fees	50,995	50,315	55,000	57,600	Estimate 10 new additional
DUI Reimbursement	2,600	1,900	2,200	2,200	Offsets expense
Entertainment Tax Revenue	127,289	82,401	110,000	125,000	Based on fiscal 2007 run rate
False Alarms/Ordinance Violations	950	1,333	1,000	1,000	Based on calendar 2006 run rate
Fire Impact Fees	14,216	14,216	5,000	-	No new development. - offsets expense
Library Impact Fees	15,558	15,558	2,000	-	No new development. - offsets expense
School Impact Fees	124,196	124,896	5,000	-	No new development. - offsets expense
Income Tax	267,274	193,297	240,000	265,000	IML estimate
Interest Income	105,697	71,770	40,000	60,000	Reserves will be reduced
Land Sale Proceeds	372,800	372,800	-	-	No assumption
Maps, Plats, Stickers & Copies	170	157	500	300	
Miscellaneous Receipts	8,317	8,384	6,000	7,500	
Miscellaneous Tax Revenue	427	294	100	300	Received most for year
Motor Fuel Tax	89,211	67,080	90,000	88,000	IML estimate

Receipts-continued	Calendar Year 2006	5/1/2006 - 01/31/07	4/30/2007	2008 Approved	Notes	
	Actual	Actual	Budget	Budget		
Park Fund Development	175,745	175,245	-	-	No new residential expected	
Builders Reimbursements	156,811	142,824	72,950	151,200	Offsets expenses	
Reimbursed Income SSA	26,081	-	72,950	70,000	2006 unpaid = 37,400 + 2007 estimate	
State & Local Reimbursements	1,263,114	-		-		
Road & Bridge Property Tax	7,596	7,588	9,000	7,500	Based on prior run rate	
Road & Perf. Bonds	20,750	32,250	20,000	20,000	Offsets expense	
Sales Tax	1,286,277	905,416	1,250,000	1,350,000	Based on calendar 2006 run rate + new business	
Septic Deposits	500	2,000	10,000	10,000	Offsets expense	
Street Light Reimbursement	1,809	-	2,025	2,200	Offsets expense	
Traffic Fines Revenue	85,623	67,915	65,000	85,000	Based on fiscal 2007 run rate	
Use Tax	39,776	29,844	34,000	40,000	IML estimate	
Telecommunications Tax	201,960	139,929	240,000	210,000	Down from 2006	
Utility Tax	294,812	202,226	275,000	275,000	Based on fiscal 2007 run rate	
Zoning & Planning Requests	1,000	500	3,000	2,000		
Total Receipts	4,897,936	2,936,564	2,707,955	2,981,570		
Disbursements	Calendar Year 2006	5/1/2006 - 01/31/07	4/30/2007	2008 Approved	Notes	
	Actual	Actual	Budget	Budget		
Animal Control	71	-	200	200		
Audit/Billing Service	8,925	10,475	11,000	11,000	Per Brian @ Sikich	
Bank Charges	-	-	200	-		
Bond Costs	400	400	-	400	Debt #1 fees	
Builders Inspection Fees	75,189	65,587	26,400	75,000	55% of permit revenue	
Debt Principle & Interest	749,237	749,237	442,728	331,482	Final on Vehe	
Contributions	9,878	7,128	8,000	8,000	Adjusted by the Board	
Dues/Insurance	31,092	25,340	35,000	35,000	Insurance \$11,500 Dues \$22,600	
DUI Expense	2,700	2,000	2,200	2,200	Offsets revenue	
Education, Meetings, and Professional Development	329	-	1,000	4,000	\$3,000 Per Village Administrator's contract	
Engineering	143,320	107,666	85,000	80,000	Adjusted by the Board since the road program is significantly less	
Groot Stickers	340	340	-	-	Residents reimburse	
Health Insurance	8,364	5,156	20,592	-		
Refund of Fire	14,216	14,216	5,000	-	Same as revenue	
Refund of Library	15,558	15,558	2,000	-	Same as revenue	
Refund of School Impact	136,395	125,596	5,000	-	Same as revenue	

Disbursements- continued	Calendar Year 2006	5/1/2006 - 01/31/07	4/30/2007	2008 Approved	Notes	
	Actual	Actual	Budget	Budget		
Legal Fees	79,700	65,175	140,000	90,000	Estimate	
Miscellaneous	2,352	2,352	6,000	3,000	Catch All Amount	
Mosquito Abatement	19,137	19,137	19,500	19,225	Clarke - \$17,725, Ela - \$1,500	
Office Cleaning	1,500	1,125	2,000	1,500	Adjusted by the Board	
Equipment Expense	4,062	200	2,500	20,000	Includes new software purchase	
Equipment Lease	3,281	2,419	3,500	3,500	\$269 X 12 + overage	
Infrastructure Additions:					Middlefork Retainage	2,668
<i>Per Todd Gordon</i>					Ferndale Drainage I	120,000
					Ferndale Drainage II	136,000
Total Infrastructure Additions	57,184	57,184	148,000	258,668		
Park Costs: Landscaping & Maintenance					Mowing	22,000
<i>Per Trustee Kizior</i>					Spring cleanup	855
					Fall cleanup	755
					Monthly cleanup	4,900
					Spring fertilization & weed	2,833
					Fall Fertilization & weed	2,477
					Peterson pond algae	1,200
					Squire pond algae	700
					Swansway pond algae	2,100
					Country Lane channel algae	1,000
					Reimburse Homeowners	4,750
					Tree trim & cut down	5,000
					Mulch	3,600
					Park maintenance/beautification	7,250
					Miscellaneous	3,000
Total Landscaping & Maintenance	62,267	45,857	65,781	62,420		
Park and Recreation Development				3,003	Playfield retainage	3,003
Payroll Tax Expense	10,809	8,896	9,000	12,087	Adjusted to 7.65% of salaries	
Planning Fees	7,481	4,528	5,000	-	Adjusted by the Board	
Police Services	1,242,703	988,398	1,284,258	1,369,437	Kildeer, LZ Dispatch + Crime Lab	
Postage	2,082	1,500	2,500	2,500	No change	
Printing & Ads	5,028	5,520	9,000	8,000	Based on 2007 run rate	

Disbursements- continued	Calendar Year 2006	5/1/2006 - 01/31/07	4/30/2007	2008 Approved	Notes	
	Actual	Actual	Budget	Budget		
Rand Road Improvements:						
Legal			14,000	-		
Planning Fees	5,778	5,778	21,000	15,222	Balance of 2007 budget- Per President Gifford (TIF)	
Refund of Road Bond	22,750	19,750	20,000	20,000	Offsets revenue	
Refund of Septic	6,000	4,000	10,000	10,000	Offsets revenue	
Reimbursable Expense:						
Reimburse to/from Village	1,263,114	1,263,114		-	One time expense	
Bond Financing Fees	7,500	7,500	25,000	15,000	Offsets revenue	
Engineering Reimbursable	123,209	95,731	65,000	100,000	Offsets revenue	
Julie costs			500	200	Offsets revenue	
Legal Reimbursable	86,096	64,121	30,000	75,000	Offsets revenue	
Planning/Consulting Reimbursable	30,737	23,244	25,000	30,000	Offsets revenue	
Postage Reimbursable	314	246	200	300	Offsets revenue	
Printing & Ads Reimbursable	598	249	200	400	Offsets revenue	
Rental Expense	810	648	2,200	-		
Repairs & Maintenance:					Miscellaneous drainage	30,000
<i>Per Todd Gordon</i>					Root cutting program	6,000
					Storm sewer cleaning	10,000
					Miscellaneous Ela work	13,000
					Outlot structure maintenance	3,500
					Miscellaneous Repairs	1,000
Total Repairs & Maintenance	25,277	22,308	71,000	63,500		
Road Improvements (Motor Fuel Tax)	180,000	180,000	180,000	115,000	Adjusted by the Board	
Road Repair:					Miscellaneous patching	40,000
<i>Per Todd Gordon</i>					2006 Road Program retainage	6,898
Total Road Repair	156,368	156,368	138,709	46,898		
Salaries	127,160	102,155	138,106	158,000	Current & additional part-time employee	
Snow and Ice Control	92,181	48,158	93,000	96,000	3% increase	
Swansway Drainage Improvements	5,467	5,467	8,000	5,000	<i>Per Todd Gordon</i>	
Street Lights Reimbursable	1,809	1,357	2,025	2,200	Offsets revenue	
Street Lights/Electric Village	10,637	8,850	8,500	10,500	ComEd increase	
Street Signs	1,162	1,098	2,000	1,500	Bases on fiscal 2007 run rate	
Subscriptions			200	-		
Supplies	6,168	2,936	8,000	4,500	Based on fiscal 2007 run rate	

Disbursements-continued	Calendar Year 2006	5/1/2006 - 01/31/07	4/30/2007	2008 Approved	Notes	
	Actual	Actual	Budget	Budget		
Traffic Consulting	3,153	2,800	5,000	-	Not needed since speed hump on Deer Path Road is on hold.	
Traffic Fines-Legal	10,505	7,880	10,800	11,000	\$900 set monthly	
Travel Expense	370	352	200	600		
Utility-Telephone	4,529	3,443	3,800	4,600	Based on fiscal 2007 run rate	
Utility-Gas	1,538	703	2,000	2,000	Rate increase	
Utility-Water	114	87	400	150	Based on run rate	
Vehe Farm Foundation Agreement	3,333	-	-	-	Per separate Vehe Foundation budget, prior funds will cover \$29,525	29,525
Vehe Farm Operational Costs:					Cleaning Service	3,916
Based on the Vehe Farm Operations					Mat Service	1,292
& Management Manual					Utilities & Telephone	9,000
					Cleaning Supplies	500
					Office Supplies	300
					Miscellaneous	1,000
					50th Anniversary Event	1,000
					Child Defibrillator Paddles	118
					Parking lot signage	250
				15,000	Salary & payroll tax for staff to manage Vehe site	
Total Vehe Farm Operational Costs			17,500	17,376		
Vehe Farm Expenses:					Initial office supplies	250
<i>Per Pat Winkelman</i>					Additional grading/seeding	9,000
					Removal of debris pile	1,000
					Podium	450
					Video taping equipment – defer for one more year.	-
					Office furniture	1,165
					Audio system (carryover)	3,361
					Phone lines & system	5,000
					Computer equipment	3,000
					Initial cleaning supplies	1,250
					LAN system	2,500
					Parking lot surfacing	24,000
Total Vehe Farm Expenses	11,877	-	75,508	50,976		

Disbursements-continued	Calendar Year 2006	5/1/2006 - 01/31/07	4/30/2007	2008 Approved	Notes	
	Actual	Actual	Budget	Budget		
<u>OSLAD Grant Application/Partnership:</u>					Tot Lot	51,750
<i>Per Vehe Foundation Board</i>					ADA exterior paths	20,000
					ADA interior paths	14,000
					Wetland bridge	25,000
					INDR outdoor displays	5,000
					Grant fee application	250
Total OSLAD Grant Partnership				116,000		
Vehe Farm Construction	206,186	141,383	291,976	105,782	Estimate retainage <i>Per Jim Peterson</i>	
Village Office	6,081	4,025	3,500	3,000		
Total Disbursements	5,094,421	4,504,741	3,614,683	3,496,326		
Receipts over (under) disbursements	(196,485)	(1,568,177)	(906,728)	(514,756)		
Estimated cash balances 4/30/07:						
General Fund				50,000		
MFT Fund				125,000		
Special Project Fund				10,400		
Investment Fund				250,000		
CD				1,095,000		
Total estimated cash				1,530,400		

President Gifford reminded all in attendance that this budget is a document in progress, and it will not be an official, public document until it has been approved by the Board at the April 16, 2007 regular Board meeting.

4) CONSIDERATION OF OBJECTION TO COMCAST PETITION TO FCC

Attorney Keller explained Comcast's recent petition to the FCC stating that the petition would remove rate regulations from Comcast in Deer Park. Attorney Keller stated that Comcast is misinterpreting the legal standard for determining whether competition exists and he recommends that Deer Park file an objection to Comcast's petition.

MOTION: Trustee Rotter to authorize the Village Attorney to prepare and file an objection to Comcast's petition to the FCC for a fee not to exceed \$750.00. Upon roll call: YES: (6) Dowell, Ekstrom, Kizior, Plautz, Rotter, Thrun / NO: (0) / ABSENT: (0). Motion carried 6/0

5) R.W. CLARK PAYMENT REQUEST #29 FOR VEHE BARN PROJECT

Attorney Keller explained Roland Machinery's proposed Turnover and Installment Payment Order and how it would affect future payments the Village makes to R.W. Clark. This payment order requires that the Village make a payment to Roland Machinery in March in the amount of \$10,000 and that the Village split all future payments due to R.W. Clark paying Roland Machinery 80% and R.W. Clark 20%. The payment order does not affect payments the Village makes directly to R.W. Clark's subcontractors. Attorney Keller explained that there is no downside to this agreement to the Village; it keeps the subcontractors on the job; and it satisfies the garnishment order so that the Village's funds are not tied up.

MOTION: Trustee Kizior to authorize the Village to enter into the Turnover and Installment Payment Order with Roland Machinery and R.W. Clark. Upon roll call: YES: (4) Dowell, Kizior, Plautz, Thrun / NO: (2) Ekstrom, Rotter / ABSENT: (0). Motion carried 4/2

MOTION: Trustee Kizior to make payout #29 to R.W. Clark and the subcontractors in the amount of \$30,000. Upon roll call: YES: (4) Dowell, Kizior, Plautz, Thrun / NO: (2) Ekstrom, Rotter / ABSENT: (0). Motion carried 4/2

EXECUTIVE SESSION TO DISCUSS THE R. W. CLARK PAYOUT AND SETTLEMENT AGREEMENT

MOTION: by Trustee Rotter to temporarily close the special meeting of the Board of Trustees in order to enter an Executive Session to discuss the R.W. Clark retainer. Upon a voice vote: YES: (5) / NO: (1) / ABSENT: (0). Motion carried 5/1

REOPENING OF SPECIAL MEETING OF BOARD OF TRUSTEES

MOTION: by Trustee Rotter to reopen the special meeting of the Board of Trustees. Upon a voice vote: YES: (6) / NO: (0) / ABSENT: (0). Motion carried 6/0

ADJOURNMENT

MOTION: by Trustee Rotter to adjourn the meeting at 11:01pm. Upon a voice vote: YES: (6) / NO: (0) / ABSENT: (0). Motion carried 6/0

H. Scott Gifford, Village President

Susan Meyle, Village Clerk