

# VILLAGE OF ORLAND PARK

14700 Ravinia Avenue  
Orland Park, IL 60462  
[www.orland-park.il.us](http://www.orland-park.il.us)



## Meeting Minutes

Tuesday, July 24, 2007

6:00 PM

Special Meeting

Village Hall

## Board of Trustees

*Village President Daniel J. McLaughlin*

*Village Clerk David P. Maher*

*Trustees Bernard A. Murphy, Kathleen M. Fenton, Brad S. O'Halloran,  
James V. Dodge, Jr., Edward G. Schussler, and Patricia Gira*

**CALL TO ORDER/ROLL CALL**

In the absence of Village Clerk David P. Maher, Deputy Clerk Joseph S. La Margo was present.

The meeting was called to order at 6:08 PM.

Staff Present: Village Manager R. J. Zeder, Finance Director Annmarie Mampe, and Assistant Finance Director Sarah Schueler.

**Present:** 5 - Trustee Murphy, Trustee Fenton, Trustee O'Halloran, Trustee Schussler and Village President McLaughlin

**Absent:** 2 - Trustee Dodge and Trustee Gira

**FINANCE****2007-0459 2007/2008 Budget - Discussion**

Village Manager R. J. Zeder explained the purpose of the meeting.

President McLaughlin reported how the budget process works. He had worked with staff about how they work with budget, which they were doing very well.

Trustee Schussler gave an overview and explained different type of budgets, fund balances, and policies for fund balances.

Director of Finance Annmarie Mampe reviewed the budget and explained fund balances.

Trustee Schussler explains how fund balances have tightened up this year.

Trustee O'Halloran clarification on fund balance policies and when it was past.

Director Mampe explained that it was discussed after budget passage in '06. She also explained how they determined fund balances.

Trustee O'Halloran said okay.

Trustee Murphy questioned Home Rule Sales Tax. He asked if they can use that to fund the Triangle project.

Director Mampe said it could be done.

President McLaughlin stated he agrees that it makes sense to use Home Rule Sales Tax.

Director Mampe explained how they got and allocated targets to departments.

She explained target assign to departments vs. target submitted.

Both Village Manager Zeder and Director Mampe explained position requests, discretionary requests.

Trustee O'Halloran questioned what is going on with motor fuel tax and how did they come up with the numbers.

Director Mampe explained that was based on State of Illinois estimates and projections.

Trustee O'Halloran questioned about escalation of sales tax.

Director Mampe stated by 2 percent base upon sales projection from businesses. She will give analysis on sales tax projections.

Trustee Fenton questioned how discretionary is determined.

Village Manager Zeder explained this is anything that can not fit within the target.

Village Manager Zeder explains that administrative reviews expenses with departments.

President McLaughlin wants to make sure departments are not putting necessary monies into discretionary items.

Director Mampe stated they are not.

Trustee O'Halloran would like a copy of sales and motor fuel tax analysis over the past several years.

Director Mampe will get that for him.

Trustee Fenton questioned revenue for Arts in the Parks and where it comes from.

Director Mampe stated revenues are coming from the golf outings.

Trustee Fenton asked about snow removal in the Metra parking lots, does the Village contract that out.

Village Manager Zeder said not the Village removes snow in-house.

Trustee Schussler questioned why is there \$150,000 for seasonal lighting and not on some other discretionary item that were not approved.

President McLaughlin replied this could be looked into, that is why they have these

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meetings.

Director Mampe gave an overview of the capital expenditure requests. She also discussed the neighborhood road resurfing program and monies needed to do this.

Trustee Fenton requested clarification on several capital expenses.

These questions were addressed by Director Mampe and Village Manager Zeder.

**This matter was NO ACTION**

### **ADJOURNMENT - 7:29 PM**

**A motion was made by Trustee Bernard Murphy, seconded by Trustee Kathleen Fenton, that this matter be ADJOURNED. The motion CARRIED by the following vote:**

**Aye:** 5 - Trustee Murphy, Trustee Fenton, Trustee O'Halloran, Trustee Schussler, and Village President McLaughlin

**Nay:** 0

**Absent:** 2 - Trustee Dodge and Trustee Gira

**/nm**

APPROVED:

Respectfully Submitted,

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**David P. Maher, Village Clerk**

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**Joseph S. La Margo, Deputy Clerk**