



BUDGET COMMITTEE
Including a Working Session of the Village Board

February 21, 2023
VILLAGE HALL

MEETING AGENDA
6:00 PM

1. Call to Order
2. Establish A Quorum
3. Public Comments
4. Approval of the Minutes from August 1, 2022
5. FY2024 Operating Funds Budget Presentation
 - a. Utility Funds (Water & Sewer)
 - b. General Fund
6. Announcements
7. Adjournment

VILLAGE OF HAMPSHIRE

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hampshireil.org

Attendance: By Public Act 101-0640, all public meetings and public hearings for essential governmental services maybe held by video or tele conference during a public health disaster, provided there is an accommodation for the public to participate, and submit questions and comments prior to meeting. If you would like to attend this meeting by Video or Tele Conference, you must e-mail the Village Clerk with your request no later than noon (12 PM) the day of the meeting. A link to participate will be sent to your e-mail address, including all exhibits and other documents (the packet) to be considered at the meeting.

Public Comments: The Board will allow each person who is properly registered to speak a maximum time of five (5) minutes, provided the Village President may reduce the maximum time to three (3) minutes before public comments begin if more than five (5) persons have registered to speak. Public comment is meant to allow for expression of opinion on, or for inquiry regarding, public affairs but is not meant for debate with the Board or its members. Good order and proper decorum shall always be maintained.

Recording: Please note that all meetings held by videoconference may be recorded, and all recordings will be made public. While State Law does not required consent, by requesting an invitation, joining the meeting by link or streaming, all participants acknowledge and consent to their image and voice being recorded and made available for public viewing.

Accommodations: The Village of Hampshire, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in the meeting(s) or have questions about the accessibility of the meeting(s) or facilities, contact the Village at 847-683-2181 to allow the Village to make reasonable accommodations for these persons.

MEETING OF THE BUDGET COMMITTEE
August 1, 2022 Minutes

The meeting of the Village Budget Committee was called to order by Chairperson Laura Pollastrini at 5:40 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Monday, August 1, 2022.

A quorum was established by roll call vote. Committee Members Present: Laura Pollastrini, Toby Koth, Erik Robinson, and Village President Mike Reid. In addition, present were Village Manager Jay Hedges, Finance Director Lori Lyons, and Assistant to the Village Manager Josh Wray.

CITIZEN COMMENTS

None.

APPROVAL OF MINUTES

Trustee Pollastrini noted that Approval of Minutes was not on the agenda, so at the next meeting, approval of minutes will need to include those of both March 10 and August 1, 2022 Budget Committee Meetings.

2022-23 FAÇADE GRANTS: APPLICATIONS EXCEEDING BUDGET

Trustee Pollastrini introduced the issue by summarizing her concerns raised at the June 16, 2022 Village Board Meeting regarding Façade Grant Applications presented to the Village Board for approval beyond the \$100,000 budgeted. To date, the line item is \$41,400 over budget, and should the pending application be approved by the Village Board, the Façade Grant Program will be \$69,296.38 over budget. She hoped to attain the opinions of the Committee Members on the issue and to come to a conclusion as to how to address the pending application and all that may follow in excess of the budgeted amount.

Trustee Koth expressed concern that Public Works staff cannot repair streets with a crack sealer because there's no money to purchase one, yet the excess unbudgeted funds approved for Façade Grants could easily have been used for a crack sealer to benefit the entire Village. Trustee Robinson voiced the fact that the Village neglected to enforce the Building Codes which led to the downtown falling into such disrepair, requiring the Façade Grants for each of the downtown owners to bring their buildings up to Code.

Ms. Lyons presented a summary of the FY19-23 Façade Grant Program, evidencing some years being under-expended and others over-expended. These funds were not budgeted as rollover funds to the next fiscal year if not spent, thus excess funds in the line item were rolled into the General Fund for other uses. Considering the Village Board's intent to expend \$100,000 yearly for the Program, if funds had been rolled over year after year, should the Board approve the pending application, there would be a \$17,000 surplus; instead, the line item for FY23 will be \$69,300 over budget (if pending application is approved).

Discussion was led by Village President Reid on the general history of the BDC and the charge presented to it to facilitate the grants, including their duty to consider all grant applications submitted and let the Village Board deal with the financial end. All present agreed the funds had been well-spent, and in addition to the Streetscape grant investment, millions have been invested on State Street. Discussion ensued on how to handle the applications in excess of budget, use of ARPA funds, the desire for the BDC to adjust the application and Façade Grant Program Rules, and future year line-item allocations for the Program.

Trustee Koth moved to recommend the following directives going forward for Village Staff in connection with the Façade Grant Program, including 1)After consideration of the pending application, no more money to be

expended this Fiscal Year; 2) That the Façade Grant Program Rules and the Application itself be reviewed and adjusted to address the concerns raised by the Budget Committee; and 3) Moving forward, the BDC be made aware that the budgeted amount for the Façade Grant Program is a hard number, with no overages to be considered.

Seconded by Trustee Robinson
Motion carried 3-0 by voice vote
Ayes: Robinson, Pollastrini, Koth
Nays: None
Absent: None
Not Voting: Village President Reid

POLICE CHIEF RECRUITMENT PROCESS/COSTS

Village President Reid addressed the Committee to advise of the unbudgeted expense of hiring an interim Police Chief and the need for a professionally conducted search to identify and hire a new Police Chief upon the upcoming September 9, 2022 retirement of Police Chief Brian Thompson. In consultation with Village Manager Hedges, they have narrowed their focus to two entities that each would be able to assist the Village with securing an interim and then new Police Chief to fill the vacancy: the Illinois Police Chiefs Association and Illinois Government HR. The interim Chief would operate on a month-to-month contract, with an additional 10% as a fee, yielding a near \$10,000 monthly expense, to be reduced by the already budgeted Chief's salary. The expense for a professional search to identify, interview and recommend a new Police Chief would be approximately \$23,000 with Illinois Government HR and include a 1-year guarantee; should the candidate not work out within a year, they would take on another search with no additional charge. Discussion ensued including questions from the Committee Members regarding a potential timeline, length of time for the monthly interim Chief, internal versus external candidates for both interim and new Chief. Ms. Lyons verified that funding for this unbudgeted expense would come out of the Reserves.

No action was taken by the Budget Committee.

ADJOURNMENT

Trustee Koth moved to adjourn the Budget Committee Meeting at 7:07 p.m.

Seconded by Trustee Robinson
Motion carried by voice vote.
Ayes: Robinson, Koth, Pollastrini
Nays: None
Absent: None