

1 **MINUTES OF THE VILLAGE OF OLYMPIA FIELDS**
2 **SPECIAL MEETING OF THE BOARD OF TRUSTEES**
3 **Held on April 27, 2022**
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5 Due to the COVID-19 Pandemic, this Board Meeting is being conducted as a hybrid meeting.
6 The Special Meeting of the Board of Trustees was held on Wednesday, April 27th, 2022. The
7 meeting was called to order by Village President Sterling M. Burke at 7:00 P.M.
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9 Village President Burke stated “Beginning in March 2020, the Governor of Illinois issued a
10 series of State-wide Disaster Declarations related to public health concerns. Those declarations
11 remained in effect until June 28th, 2021. As the head of this body, I have determined that a full,
12 in-person meeting, or a meeting otherwise conducted in accordance with the Open Meetings Act
13 is neither practical nor prudent because of the disaster. This meeting will be conducted as a
14 hybrid meeting, which will consist of all members of the Village Board and Department Heads
15 physically present at our regular meeting location. Alternate arrangements have been made to
16 allow the public to contemporarily hear all discussions and Roll Call Votes via conference call.
17 The call-in numbers are available on the agenda. Notice of these arrangements have been given
18 in accordance with the Open Meetings Act. The public may address this body consistent with the
19 rules previously adopted and recorded and as adapted by the Village President’s order.
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21 The amendment to the Open Meetings Act during the disaster declaration requires that we allow
22 the public to observe the meeting. It does not require the public to be given an opportunity to
23 participate in the meeting. However, it is our policy to give the public the opportunity to present
24 comments to the Board. With that in mind, the public was given the opportunity to submit
25 comments by email.”
26

27 “All votes shall be conducted by Roll Call Vote. We are recording this meeting. And a verbatim
28 record of this meeting shall be made and maintained in accordance with the Open Meetings Act.”
29 Village President Burke stated now, let’s get started.
30

31 Present: Trustees – Watkins, Oliver, Pennington, Finley, and White
32 Village President, Sterling M. Burke
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34 Absent: Trustee Blackwell and Village Clerk Stephanie Mills
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36 The Court Reporter Faith Stine proceeded with roll call. Present were: Trustee Watkins, here;
37 Trustee Oliver, present; Trustee Pennington, present; Village President Burke, here. Trustee
38 Finley, here; and Trustee White, here. Also, in attendance we have: John McDonnell Building
39 Commissioner (Telephonically); Betty Zigras Director of Finance; Jim Landini Director of
40 Public Works; and Chief Blasingame.
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42 Village President Burke stated absent is Victor Blackwell. He told us he would not be able to
43 make it.
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1 **PUBLIC HEARING:**
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3 **Proposed Fiscal Year 2022/2023 Budget** – Village President Burke stated next on the agenda is
4 a Public Hearing. That notice was given several weeks ago that we would have a Public Hearing
5 today. Village President Burke opened the Public Hearing at 7:02 P.M. Village President Burke
6 inquired of Ms. Zigras whether or not we received any comments from the public. Ms. Zigras
7 stated no. We did not receive any comments from the public as of this evening at 6 o'clock.

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9 Village President Burke stated the purpose of this meeting is to ratify the proposed Fiscal Year
10 2022-2023 Budget. Everyone had an opportunity to participate in the workshop that we had.
11 There were numerous events in the last several months where all the Board Members had an
12 opportunity to attend Finance Meetings with the Department Heads to go over the Capital
13 Projects list. There was extensive discussion from the staff in putting together this Budget. It was
14 done in such a way that it gave everybody an opportunity to discuss what was needed for the
15 Village going forward. Does anybody have any questions on what the process was? The Trustees
16 did not have any questions. Village President Burke inquired of Ms. Zigras whether she had any
17 remarks.

18
19 Ms. Zigras stated I can give high level highlights. The 2023 Village of Olympia Fields Budget
20 Document which was in your packet is a compilation as the Village President spoke of earlier, of
21 many meetings with the Department Directors. We had two Finance Committee Meetings early
22 in March. Earlier this month in April, we had a Capital Projects and a Budget Workshop with the
23 Board of Trustees.

24
25 On Page 1 of your Budget document, you'll see the General Fund Summary Report shows the
26 actual revenues and expenses for Fiscal Year 2019 through Fiscal Year 2021, along with the
27 Fiscal Year 2022 Budget and the Projections. The last column summarizes the Fiscal Year 2023
28 General Fund Budget. You'll see towards the bottom of this page, the shaded section showing
29 operating surplus. Fiscal Year 2022 is projected to have a strong operating surplus of over
30 \$597,000.00. The Fiscal Year 2023 Budget is proposing a \$349,680.00 operating surplus. She
31 stated from Fiscal Year 2019 through Fiscal Year 2021, actual operating surpluses have been
32 over \$1.9 million. She stated with the Fiscal Year 2022 projections, total operating surplus over
33 the last four years is expected to be over \$2.5 million.

34
35 These annual surpluses have enabled the Village to transfer funds to the Capital Improvements
36 Fund, where the Village is able to self-fund projects such as Road Improvements. The Village's
37 fiscal policy requires a five-month, or 40% of expenses in reserve. She stated with the Fiscal
38 Year 2022 year-end projection, the General Fund will have 10-months, or 87% of expenses in
39 reserve. Again, these funds, above the required policy reserve can be used for Capital
40 Improvements in the Village.

41
42 On Page 2 of the Budget document, you'll find a Summary Report of all of the funds. This report
43 shows the operating surplus before transfers for all the Village Funds, in addition to any
44 budgeted transfers.

45

1 Some highlights on this page are that the Capital Project Funds, we are budgeting \$679,000.00 in
2 various Capital Projects, which again includes street repairs. Additional street repairs are also
3 budgeted in the Motor Fuel Tax Fund.

4
5 The bottom section of this page shows our Enterprise Funds which are the Water and Sewer
6 Funds. The Water Fund is showing a \$253,000.00 surplus for Fiscal Year 2023. The year over
7 year surplus in the Water Fund will enable the Village to pay for various water projects, such as:
8 Water Main Replacement and SCADA. In Fiscal Year 2023 the Village is budgeting over
9 \$900,000.00 in Water Fund Capital Projects.

10
11 The Sewer Fund Fiscal Year 2023 operating surplus is budgeted at \$287,936.00, which will
12 enable the Village to self-fund over \$1.1 million in Capital Projects for Fiscal Year 2023 in the
13 Sewer Fund. Some of these Sewer Fund Projects include the Post Office Lift Station, Swale
14 Repairs, and the Implementation of the SCADA System. Since it is a priority of this
15 administration that the Village self-fund projects without issuing debt, it is important to note that
16 the surpluses in these Enterprise Funds are needed to help fund and identify future Water and
17 Sewer Projects.

18
19 Ms. Zigras stated that is all I have. If anyone has any questions on the Budget, I will be happy to
20 answer them. The Trustees did not have any questions.

21
22 Village President Burke stated there are no tax increases in this Budget. We've been able to hold
23 taxes down every year. We have not had an increase in water charges to the Village. We actually
24 reduced it once at 10% earlier in the Pandemic and we still have a surplus.

25
26 I really want to congratulate Betty and her department, and Willis with the Finance Committee,
27 and Stan. They are just doing an outstanding job of managing our finances to the point that we
28 have been able to stay on track, at least in the five-years that I've been here. This is really, really
29 fantastic. There is no other town in the Southern Suburbs who has a financial footing that the
30 Village of Olympia Fields has.

31
32 Again, Betty, thank you very much for you and your whole team, and the whole staff for doing
33 their part in making sure that we have run a very tight, fiscally responsible ship. The Public
34 Hearing was closed at 7:08 P.M.

35
36 **Ordinance #2022-09** – An Ordinance Approving the Annual Budget of the Village of Olympia
37 Fields for the 2022-2023 Fiscal Year – Village President Burke stated I would like to move to
38 the proposed Ordinance.

39 **Motion by Trustee Pennington, Second by Trustee Oliver to Waive in First Reading and**
40 **Adopt in Second Reading Ordinance No. 2022-09 An Ordinance Approving the Annual**
41 **Budget of the Village of Olympia Fields for the 2022-2023 Fiscal Year.**

42 **Roll Call: Ayes (5-0) Motion Carried**

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44 Village President Burke stated so, with that, we have a Budget for next year per our Ordinance
45 and the State Constitution. So, we are ready to rock and roll for the next year.

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1 **ADJOURNMENT:**

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3 **Motion by Trustee Pennington, Second by Trustee Oliver to Adjourn the Special Board**
4 **Meeting at 7:10 P.M.**

5 **Voice Vote All Ayes Motion Carried.**

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7 Respectfully submitted by Faith Stine.

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