

## **Meeting Minutes for Lisle Township Budget Committee, Friday, December 3, 2021**

CALL TO ORDER: The Budget Committee Meeting was called to order by Supervisor Hewitt at 9:15 am.

### ROLL CALL:

Physically present: Supervisor Diane Hewitt, Trustee Lisa Rose, Trustee Jean Page  
Present via phone: Bill Green

### **Discussion of proposed budget schedule:**

Tax Levy will be done by Monday, 12/6

Follow up to this meeting, prior to the public workshop, is set for Friday, 12/17 at 9 am.

Tentative Schedule:

January 5 at 7:30 pm: Public Budget Workshop

January 12 at 7:30 pm: January Board Meeting

February 9 at 7:15 pm: Special meeting to introduce tentative 2023 budget followed by posting for 30 day inspection by the public

7:30 pm: February Board Meeting

Prior to March 9 board meeting, schedule budget hearings, post notification of budget hearings, a minimum of 30 days prior to hearings.

March 9 at 7:30 pm: Adopt Fiscal Year 2023 Budget and Appropriation Ordinance

### **Viewed/discussed previous history of levy from 2012 - 2020:**

Noted in 2015, Laura P had salary included in the GA budget and it was moved to the Town Fund because "everything else" in that category was in the Town Fund.

### **Discussion of Budget and goals from the last meeting:**

Goal is to keep increase with 3% as the floor due to inflation (not to exceed 4.9%)

10-1308: Capital Improvements: goal of 150 -250K for savings with the possibility of:

- New expansion of existing footprint by building onto the existing structure
- Buy a structure already in existence

Reasoning that the Township has already outgrown the current footprint and are compensating by renting property for the assessor's office. Expansion of programs is more difficult due to lack of space.

Bill suggested applying monies toward 10-1310 contingency so that monies for capital improvements aren't fixed and can be moved within line items if needed.

10-1602: Disaster Relief: monies for disaster packs with discussion to decide what would be in them, cost of contents, and put aside for what types of emergencies.

10-1621: Printing and publishing. (+30K) Other Townships have been mailing a large postcard (rather than a newsletter) with QR link to full digital updated newsletter. We can send out two versions, unincorporated and incorporated. Trustees asked for examples of this postcard from fellow townships that have been using them.

10-1626: Auditing. (+8K) Discussion of adding an additional line item, 10-1627 to include DEI (Diversity, Equity, Inclusion) Audit (+3K), to make sure the Township is reaching all of the community, and Environmental Audit (+2K), to develop an energy plan with a sustainable footprint and ability to adapt to changes due to climate.

10-1600 Administration: Discussion of status of Census Data for Lisle Township for future budgeting. Considering Census data consultant.

10-2800: Website (+4K) to upgrade the ability to fill out forms on-line to make GA and Food Pantry easier for residents. IQ did FOIA forms--check with their team.

10-3100: Mosquito abatement (-35K to Mental health line 10-4181). Within IL, less than 5% of cases of West Nile last year. Many unincorporated properties abut forest preserve property, which does not spray for mosquitos. Consider larvicide abatement.

10-4181: Mental Health (+35K) for addiction and recovery programs.

PACE Bus Service run by Lisle Township during weekly business hours. Income and expenditures TBD.

Looking at all assistance programs: \$192,500 allotted and only \$41K used. Requires a better determination of need or of the ability of residents to meet the criteria for need.

Trustees Rose and Page asked for the following:

- Graphing data of last several years of assistance programs, to better allocate funds;
- Front desk/phone tracking to determine the volume of calls and what callers are looking for (see Naperville Township example);
- GA and EA to keep data on not only assistance given, but on denials of assistance and why the criteria was not met;
- reassessment of criteria for determined need;
- re-evaluation of current criteria.

It was noted that many of these trustee requests would not be completed prior to the budget deadline.

This meeting was adjourned at 10:50 am.

Notes taken by Lisa Rose, Trustee