



Village of Bayside
9075 N Regent Road
Public Works Committee Meeting
November 7, 2023
Village Board Room, 4:00pm

**PUBLIC WORKS COMMITTEE
MINUTES**

I. CALL TO ORDER AND ROLL CALL

Chairperson Rudman called the meeting to order at 4:00pm.

ROLL CALL

Chairperson: Bob Rudman
Trustees: Margaret Zitzer
Elizabeth Levins
Penny Goldman - excused
Michelle McJimpsey-Ojielo – excused
Brooke Gilbertson
Kelly Marrazza

Also Present: Village Manager, Andy Pederson
Administrative Services Director Rachel Safstrom
Assistant Village Manager, Leah Hofer
Operations Superintendent, Shane Albers
Operations Coordinator, Emma Baumgartner
Trustee Barth

II. BUSINESS

- a. Approval of Public Works Committee meeting minutes, March 16, 2023.

Motion by Trustee Zitzer, seconded by Committee Member Gilbertson, to approve the March 16, 2023, Public Works Committee Minutes. Motion carried unanimously.

- b. Discussion/recommendation on the 2024 proposed budget.
- i. General Fund
 - ii. Sanitary Sewer Enterprise Fund
 - iii. Stormwater Utility Fund
 - iv. Public Works Capital Fund

Manager Pederson provided an overview of the 2024 Budget document, reviewing the 2023 accomplishments, 2024 goals, performance measurement program and fiscal analysis. Grant revenue applied for year to date is \$1,072,141.56 and the amount of received year to date is at \$1,062,385.05. The proposed 2024 Budget is in compliance with expenditure restraint restrictions and levy limits. Manager Pederson stated the overall property tax levy was proposed to increase by 1.86% from 2022. The full tax levy increase

is \$88,931. A portion of the allowable increase is due to the provision allowing the same tax levy increase as the expenditures for the Village's portion of North Shore Fire Rescue budget. The proposed 2023 tax levy is \$4,879,192; the mill rate was proposed to decrease by 8.69% from \$5.99 in 2022 to \$5.47 in 2023.

Manager Pederson stated the Strategic Initiative Implementation and Plan are included in the budget document and there were 15 Village Goals and 45 Objectives established in 2023. He reviewed the key Public Works Accomplishments for 2023.

Manager Pederson provided an overview of the Village Financial Policies. The Village qualified for a State Expenditure Restraint Program and received \$78,786 in State Aid in 2023. This is reduced in 2024 to \$52,093. The Village received a substantial increase in Shared Revenue. However, Expenditure Restraint and State Transportation Aid was increased. Overall budgeted State Aids increased in 2024.

Manager Pederson stated the fee schedule was recommended to be revised to update the Sanitary Sewer User Fee from \$518 to the 2024 rate of \$536 and Stormwater User Fee from \$258 to \$264 per household. The Commercial Sewer User Fee rate per 1,000 gallons was proposed to be \$4.83. The Proposed 2024 Budget maintains the same level of services and events as in the past.

Motion by Trustee Zitzer, seconded by Trustee Levins, to recommend the Village Board approve the 2024 proposed budget for the General Fund, Sanitary Sewer Enterprise Fund, Stormwater Utility Fund, and Public Works Capital Fund as presented. Motion carried unanimously.

- c. Discussion/recommendation on Resolution 23-18, a resolution adopting the 2024 sanitary sewer enterprise budget and establishing the Resident and Commercial Sewer Use Fee rates.

Motion by Trustee Levins, seconded by Trustee Zitzer, to recommend the Village Board approve resolution adopting the 2024 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates as presented. Motion carried unanimously.

- d. Discussion/recommendation on Resolution 23-19, a resolution adopting the 2024 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate.

Motion by Trustee Levins, seconded by Trustee Zitzer, to recommend the Village Board approve a resolution adopting the 2024 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate as presented. Motion carried unanimously.

- e. Discussion/recommendation on 2024-2044 Capital Improvement Program.

Motion by Trustee Levins, seconded by Trustee Zitzer, recommend the Village Board approve the 2024-2044 Capital Improvement Program. Motion carried unanimously.

f. Discussion/ recommendation on purchase of Public Works Patrol Truck.

Motion by Trustee Zitzer, seconded by Committee Member Gilbertson, recommend the Village Board approve the purchase of a Public Works Patrol Truck. Motion carried unanimously.

III. ANY OTHER BUSINESS AS MAY PROPERLY COME BEFORE THE COMMITTEE

None

IV. ADJOURNMENT

Motion by Trustee Zitzer, seconded by Trustee Levins, to adjourn the meeting at 6:57 pm. Motion carried unanimously.