

<p>Village President P. Sean Michels</p> <p>Village Clerk Cynthia Galbreath</p> <p>Village Administrator Brent M. Eichelberger</p>	 <p>10 S. Municipal Drive Sugar Grove, Illinois 60554 Phone: 630-466-4507 Fax: 630-466-4521</p>	<p>Village Trustees</p> <p>Robert Bohler Kevin Geary Mari Johnson Rick Montalto David Paluch Thomas Renk</p>
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**Agenda  
March 6, 2012  
Regular Board Meeting  
6:00 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Hearing:
  - a. None
5. Appointments and Presentations
  - a. None
6. Public Comment on Items Scheduled for Action
7. Consent Agenda
  - a. Approval: Minutes of the February 21, 2012 Meeting
  - b. Approval: Vouchers
8. General Business
  - a. Resolution: Authorizing Easement Agreement(s) for the MP/ROA DP - \*STAR
  - b. Ordinance: Providing for Phone Participation in Meetings
9. New Business
  - c. None
10. Reports
  - a. Staff Reports
  - b. Trustee Reports
  - c. Presidents Report
11. Public Comments
12. Airport Report
13. Closed Session: Land Acquisition, Personnel, Litigation
14. Adjournment

<p>Village President P. Sean Michels</p> <p>Village Clerk Cynthia Galbreath</p> <p>Village Administrator Brent M. Eichelberger</p>	 <p>10 S. Municipal Drive Sugar Grove, Illinois 60554 Phone: 630-466-4507 Fax: 630-466-4521</p>	<p>Village Trustees</p> <p>Robert Bohler Kevin Geary Mari Johnson Rick Montalto David Paluch Thomas Renk</p>
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**Committee of the Whole  
March 6, 2012  
6:30 P.M.**

1. Call to Order
2. Roll Call
3. Public Comment
4. Discussion:                   2012 Zoning Map
5. Discussion:                   Budget Workshop #1
6. Closed Session:             Land Acquisition, Personnel, Litigation
7. Adjournment

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** RICHARD YOUNG, COMMUNITY DEVELOPMENT DIRECTOR  
MIKE FERENCAK, VILLAGE PLANNER  
**SUBJECT:** DISCUSSION: 2012 ZONING MAP  
**AGENDA:** 3/6/2012 COMMITTEE OF THE WHOLE MEETING  
**DATE:** MARCH 2, 2012

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**ISSUE**

Shall the Village Board review the proposed 2012 zoning map.

**DISCUSSION**

As required by State Statute, the Village is required to adopt a new zoning map by March 31 of each year. This map reflects already approved site-specific changes from the 2011 zoning map, as well as the addition of the I-1 Light Industrial District. The Village engineering consultant has produced a draft of the 2012 zoning map and a copy is attached for your review. Staff has reviewed the map and all changes recommended by staff have been incorporated into the map. The Committee should review the map and inform staff of any changes so that they may be incorporated into a revised map. Staff will be proposing a Resolution adopting the map at the Village Board meeting on March 20, 2012.

**COSTS**

The development of the revised map was approximately \$900, plus copying costs for the individual maps. This amount will come from 01-55-6303 Engineering Services.

**RECOMMENDATION**

That the Board review the draft Zoning Map and place this item on the March 20, 2012 Regular Village Board meeting agenda.

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** CINDY GALBREATH, VILLAGE CLERK  
**SUBJECT:** ORDINANCE: ALLOWING REMOTE PARTICIPATION IN MEETINGS  
**AGENDA:** MARCH 6, 2012 REGULAR BOARD MEETING  
**DATE:** FEBRUARY 13, 2012

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**ISSUE**

Should the Village consider allowing members of the Board, Committees and Commissions to participate remotely in Village Meetings.

**DISCUSSION**

The Village Board discussed allowing remote participation at the February 21, 2012 Committee of the Whole meeting. At this meeting the Board determined that remote participation should be allowed. It was further discussed that in addition to the requirements that are set by the OMA the following rules and or procedures should be incorporated in the Village's Ordinance for remote participation.

1. The notification period required should be 4 hours.
2. The maximum number of members that can attend by electronic means should be two. If more than two members request that those that make the request first shall be brought forward for approval at the meeting.
3. The applicability shall be limited to the Regular Village Board and Committee of the Whole meetings.
4. Termination of Participation will be allowed by a majority vote.

The Board did not reach consensus on allowing participation in Executive Session and requested additional information on the perceived consequences from the Village Attorney. The attorney's reasoning for not allowing will be given at the meeting.

The Board also requested information on the costs for a conference phone. Initial research indicates that standard equipment is adequate for a range of 10

feet. An expansion microphone/speaker system is recommended to allow for a broader range of participation. The average pricing for this type of equipment is \$850.00. As the Village's current phones do allow for an increase in volume and staff recommends that current phone equipment be utilized at this time. As requested staff tested the system and it can be heard both by the caller and the listener at a fairly good distance. The Village's network will allow for remote participation via the internet.

Staff has prepared two versions of the ordinance, one allowing Executive Session (ordinance A) and one that does not (ordinance B).

### **COSTS**

There is no cost associated with the approval of remote attendance at this time, unless the Board determines that equipment should be purchased.

### **RECOMMENDATION**

That President and the Board of Trustees Adopt An Ordinance Amending Title 1, Chapter 8 of the Code of Ordinances, Setting Rules and Procedures for Remote Participation in Meetings.

VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 FUND SUMMARY BY DEPARTMENT

3/2/2012

ACCOUNT DESCRIPTION	FYE 10 ACTUAL	FYE 11 ACTUAL	FYE 12 APPROVED BUDGET	FYE 12 EST. ACTUAL	FYE 13 PROP. BUDGET	FYE 14 PROJ. BUDGET	FYE 15 PROJ. BUDGET
FUND BALANCE, BEGINNING OF YEAR	\$ 1,543,377	\$ 1,518,280	\$ 1,523,753	\$ 1,523,753	\$ 1,598,284	\$ 1,613,881	\$ 1,746,740
<b>REVENUES</b>	<b>3,997,663</b>	<b>4,080,500</b>	<b>4,156,812</b>	<b>4,149,566</b>	<b>4,217,261</b>	<b>4,676,032</b>	<b>5,119,477</b>
<b>EXPENDITURES BY DEPARTMENT</b>							
INFORMATION TECHNOLOGY	14,912	17,395	19,982	18,440	29,002	28,272	29,772
ADMINISTRATION	345,900	327,217	369,381	336,195	350,717	368,793	388,958
POLICE	1,964,365	1,962,004	2,069,422	2,095,889	2,168,518	2,294,910	2,462,033
PUBLIC WORKS - STREETS DIVISION	751,433	977,470	790,571	748,706	754,260	856,605	961,686
BUILDING MAINTENANCE	160,907	114,779	133,284	147,897	133,477	144,354	153,459
COMMUNITY DEVELOPMENT	546,787	465,713	545,215	511,216	539,223	610,981	784,164
FINANCE	151,289	147,628	144,326	140,470	147,282	155,649	163,547
BOARD AND COMMISSIONS	87,167	62,821	73,832	76,222	79,185	83,609	98,656
TOTAL EXPENDITURES	4,022,760	4,075,027	4,146,013	4,075,035	4,201,664	4,543,173	5,042,275
NET CHANGE IN FUND BALANCE	(25,097)	5,473	10,799	74,531	15,597	132,859	77,202
FUND BALANCE, END OF YEAR	\$ 1,518,280	\$ 1,523,753	\$ 1,534,552	\$ 1,598,284	\$ 1,613,881	\$ 1,746,740	\$ 1,823,942
GENERAL FUND RESERVE %	37.7%	37.4%		39.2%	38.4%	38.4%	36.2%

VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 FUND SUMMARY BY CATEGORY

3/2/2012

ACCOUNT DESCRIPTION	FYE 10 ACTUAL	FYE 11 ACTUAL	FYE 12 APPROVED BUDGET	FYE 12 EST. ACTUAL	FYE 13 PROP. BUDGET	FYE 14 PROJ. BUDGET	FYE 15 PROJ. BUDGET
FUND BALANCE, BEGINNING OF YEAR	\$ 1,543,377	\$ 1,518,280	\$ 1,523,753	\$ 1,523,753	\$ 1,598,284	\$ 1,613,881	\$ 1,746,740
<b>REVENUES</b>							
PROPERTY TAXES	1,345,898	1,369,968	1,406,816	1,410,730	1,433,058	1,474,649	1,545,953
OTHER TAXES	1,979,291	2,030,368	2,100,024	2,109,238	2,195,341	2,400,945	2,515,632
CHARGES FOR SERVICES	91,147	93,854	126,232	103,628	123,700	259,216	331,657
INTERGOVERNMENTAL, GRANTS AND CONTRIBUTIONS	1,100	33,784	2,925	13,875	1,100	1,100	26,100
LICENSES AND PERMITS	103,608	85,186	92,503	97,174	107,170	152,133	263,052
FINES, FEES AND FORFEITURES	281,553	315,100	318,659	282,775	272,934	280,271	298,615
INTEREST	35,597	26,906	23,153	17,636	24,158	25,268	26,843
MISCELLANEOUS	131,969	95,334	54,000	82,010	27,300	47,450	74,125
TOTAL REVENUES	3,970,163	4,050,500	4,124,312	4,117,066	4,184,761	4,641,032	5,081,977
<b>EXPENDITURES BY CATEGORY</b>							
PERSONAL SERVICES	2,684,282	2,544,543	2,703,319	2,706,041	2,806,646	2,957,976	3,148,165
CONTRACTUAL SERVICES	847,415	766,729	950,175	896,999	896,330	971,234	1,172,065
COMMODITIES	264,357	275,897	354,399	333,875	338,877	360,062	404,152
CAPITAL	-	-	-	-	-	-	-
TOTAL EXPENDITURES	3,796,054	3,587,169	4,007,893	3,936,915	4,041,853	4,289,272	4,724,382
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	174,109	463,331	116,419	180,151	142,908	351,760	357,595
<b>OTHER FINANCING SOURCES (USES)</b>							
TRANSFERS IN	27,500	30,000	32,500	32,500	32,500	35,000	37,500
TRANSFERS OUT	(226,706)	(487,858)	(138,120)	(138,120)	(159,811)	(253,901)	(317,893)
TOTAL OTHER FINANCING SOURCES (USES)	(199,206)	(457,858)	(105,620)	(105,620)	(127,311)	(218,901)	(280,393)
NET CHANGE IN FUND BALANCE	(25,097)	5,473	10,799	74,531	15,597	132,859	77,202
FUND BALANCE, END OF YEAR	\$ 1,518,280	\$ 1,523,753	\$ 1,534,552	\$ 1,598,284	\$ 1,613,881	\$ 1,746,740	\$ 1,823,942

**VILLAGE OF SUGAR GROVE  
FY 2012-2013 BUDGET  
FUND 01  
GENERAL FUND  
FUND SUMMARY BY FUNCTION AND CATEGORY**

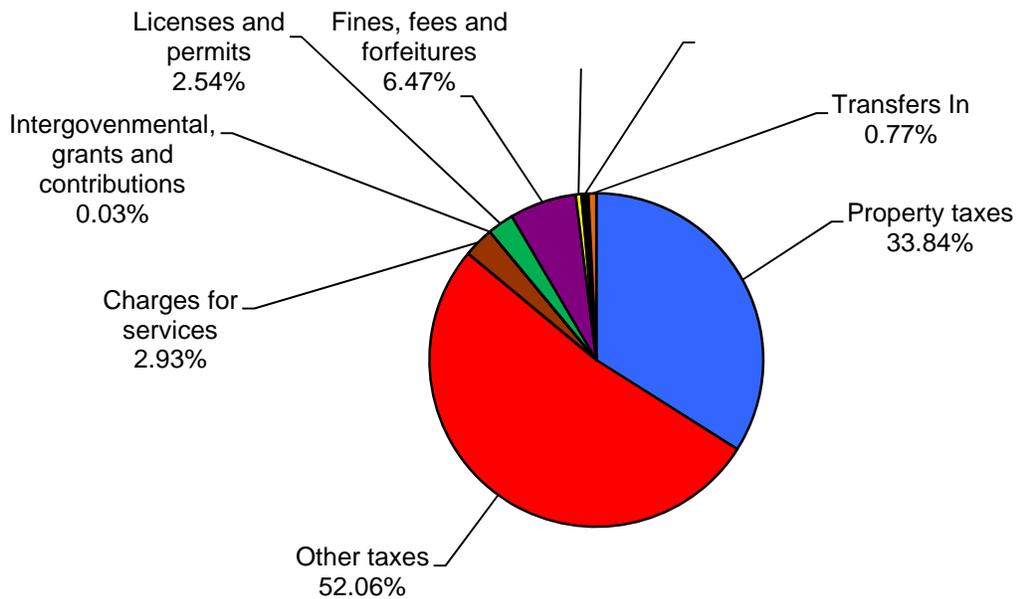
**3/2/2012**

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MISCELLANEOUS	131,969	95,334	54,000	82,010	27,300	47,450	74,125
<b>TOTAL REVENUES</b>	<b>3,970,163</b>	<b>4,050,500</b>	<b>4,124,312</b>	<b>4,117,066</b>	<b>4,184,761</b>	<b>4,641,032</b>	<b>5,081,977</b>
<b>EXPENDITURES</b>							
<b>GENERAL GOVERNMENT</b>							
PERSONAL SERVICES	824,756	779,908	843,816	822,573	869,357	925,695	990,039
CONTRACTUAL SERVICES	444,269	325,919	408,148	373,114	373,928	429,477	589,091
COMMODITIES	18,019	18,252	22,582	23,279	24,127	25,012	27,952
CAPITAL	-	-	-	-	-	-	-
<b>TOTAL GENERAL GOVERNMENT</b>	<b>1,287,044</b>	<b>1,124,079</b>	<b>1,274,546</b>	<b>1,218,966</b>	<b>1,267,412</b>	<b>1,380,184</b>	<b>1,607,082</b>
<b>PUBLIC SAFETY</b>							
PERSONAL SERVICES	1,541,665	1,513,259	1,560,111	1,591,591	1,631,779	1,705,549	1,811,466
CONTRACTUAL SERVICES	305,030	347,996	400,742	400,638	403,304	414,963	452,474
COMMODITIES	50,354	50,866	72,950	68,041	76,125	75,825	80,825
CAPITAL	-	-	-	-	-	-	-
<b>TOTAL PUBLIC SAFETY</b>	<b>1,897,049</b>	<b>1,912,121</b>	<b>2,033,803</b>	<b>2,060,270</b>	<b>2,111,208</b>	<b>2,196,337</b>	<b>2,344,765</b>
<b>HIGHWAYS &amp; STREETS</b>							
PERSONAL SERVICES	317,861	251,376	299,392	291,877	305,510	326,732	346,660
CONTRACTUAL SERVICES	98,116	92,814	141,285	123,247	119,098	126,794	130,500
COMMODITIES	195,984	206,779	258,867	242,555	238,625	259,225	295,375
CAPITAL	-	-	-	-	-	-	-
<b>TOTAL HIGHWAYS &amp; STREETS</b>	<b>611,961</b>	<b>550,969</b>	<b>699,544</b>	<b>657,679</b>	<b>663,233</b>	<b>712,751</b>	<b>772,535</b>
<b>TOTAL EXPENDITURES</b>	<b>3,796,054</b>	<b>3,587,169</b>	<b>4,007,893</b>	<b>3,936,915</b>	<b>4,041,853</b>	<b>4,289,272</b>	<b>4,724,382</b>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	174,109	463,331	116,419	180,151	142,908	351,760	357,595
<b>OTHER FINANCING SOURCES (USES)</b>							
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TRANSFERS OUT	(226,706)	(487,858)	(138,120)	(138,120)	(159,811)	(253,901)	(317,893)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(199,206)</b>	<b>(457,858)</b>	<b>(105,620)</b>	<b>(105,620)</b>	<b>(127,311)</b>	<b>(218,901)</b>	<b>(280,393)</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(25,097)</b>	<b>5,473</b>	<b>10,799</b>	<b>74,531</b>	<b>15,597</b>	<b>132,859</b>	<b>77,202</b>
FUND BALANCE, END OF YEAR	\$ 1,518,280	\$ 1,523,753	\$ 1,534,552	\$ 1,598,284	\$ 1,613,881	\$ 1,746,740	\$ 1,823,942

VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 REVENUES BY CATEGORY

3/2/2012

REVENUES	2013 Budget	Percent of Budget
Property taxes	\$ 1,433,058	33.98%
Other taxes	2,195,341	52.06%
Charges for services	123,700	2.93%
Intergovernmental, grants and contributions	1,100	0.03%
Licenses and permits	107,170	2.54%
Fines, fees and forfeitures	272,934	6.47%
Interest	24,158	0.57%
Miscellaneous	27,300	0.65%
Transfers In	32,500	0.77%
<b>Total</b>	<b>\$ 4,217,261</b>	<b>100.00%</b>



VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 REVENUES

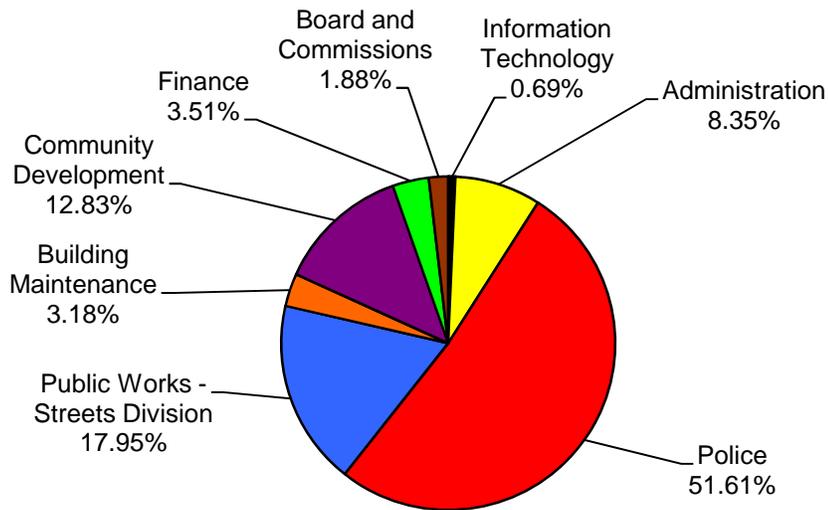
3/2/2012

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<b>01-00-0000</b>	<b>REVENUES</b>							
3110	PROPERTY TAX - CORPORATE	\$ 679,436	\$ 692,028	\$ 719,318	\$ 721,371	\$ 739,064	\$ 761,236	\$ 799,298
3111	PROPERTY TAX - AUDIT	11,222	11,429	11,735	11,769	11,956	12,315	12,931
3112	PROPERTY TAX - LIABILITY INSUR	73,143	74,499	76,491	76,708	77,975	80,314	84,330
3113	PROPERTY TAX - I.M.R.F	76,687	78,108	71,397	71,600	66,987	68,997	72,447
3114	PROPERTY TAX- SOCIAL SECURITY	156,283	159,181	163,437	163,904	166,611	171,609	180,189
3115	PROPERTY TAX - STREET LIGHTING	44,417	45,242	46,454	46,587	47,359	48,780	51,219
3150	PROPERTY TAX - POLICE	109,226	111,252	114,228	114,554	116,436	119,929	125,925
3151	PROPERTY TAX - POLICE PENSION	161,001	163,986	168,371	168,851	171,639	176,788	185,627
3162	UTILITY TAX - ELECTRICITY	256,051	282,517	275,604	277,030	279,800	288,194	302,604
3163	UTILITY TAX - NATURAL GAS	141,782	131,137	153,317	131,137	132,448	136,421	143,242
3164	UTILITY TAX - TELECOMMUNICATION	339,953	330,848	337,906	339,749	343,146	353,440	371,112
3210	LIQUOR LICENSE	17,775	15,250	16,700	16,625	16,700	18,975	22,025
3250	FRANCHISE AGREEMENT	55,881	57,468	71,096	75,395	62,117	63,981	67,180
3291	CONTRACTORS LICENSE	29,205	23,100	24,750	32,514	37,125	42,500	49,500
3310	BUILDING PERMITS	37,768	34,499	38,100	38,100	38,100	71,240	142,900
3320	CERTIFICATES OF OCCUPANCY	1,995	1,395	600	1,800	600	2,910	8,990
3330	PLAN REVIEWS	1,928	1,634	1,920	1,920	1,920	3,670	5,579
3340	REINSPECTIONS	2,990	1,750	2,873	1,215	1,215	2,328	5,048
3350	TRANSITION FEES	1,374	580	-	-	-	4,000	15,500
3380	TOWING FEES	47,500	58,500	60,000	30,000	30,000	30,000	30,000
3390	OTHER LICENSES, PERMITS AND FEES	8,628	4,795	5,960	3,000	9,510	4,510	11,510
3410	STATE INCOME TAX	682,418	684,720	656,781	700,866	721,559	721,559	721,559
3420	REPLACEMENT TAX	1,672	2,063	1,251	1,833	1,862	1,918	1,976
3440	GRANTS	1,100	33,784	2,925	13,875	1,100	1,100	26,100
3449	STATE SALES TAX REBATE	(93,893)	(122,555)	(100,780)	(109,448)	(114,045)	-	-
3450	STATE SALES TAX	545,330	595,363	651,786	634,915	688,418	757,260	832,986
3451	STATE USE TAX	105,978	126,275	124,159	133,156	142,153	142,153	142,153
3453	STATE GAMES AND LICENSES	1,945	2,183	1,600	2,000	2,000	2,000	2,000
3460	ROAD AND BRIDGE TAX	34,483	34,243	35,385	35,386	35,031	34,681	33,987
3510	COURT FINES	97,986	102,578	102,896	94,163	95,105	97,958	102,856
3520	FORFEITURES	17,665	-	-	-	-	-	7,500
3590	OTHER FINES	62,458	96,472	84,367	83,167	85,662	88,232	90,879
3740	ZONING & FILING FEES	4,350	4,250	5,500	4,900	5,500	40,500	40,500
3760	REVIEW & DEVELOPMENT FEES	74,173	78,697	106,600	87,128	106,600	205,640	273,900
3761	REIMBURSEMENT	131,612	94,748	53,500	80,710	26,000	46,150	72,825
3790	CHARGES FOR POLICE SERVICES	10,186	10,050	10,500	10,500	10,500	10,500	10,500
3791	OTHER CHARGES FOR SERVICES	2,438	857	3,632	1,100	1,100	2,576	6,757
3810	INTEREST INCOME	35,597	26,906	23,153	17,636	24,158	25,268	26,843
3820	RENTAL INCOME	-	-	-	800	800	800	800
3830	DONATIONS	-	-	-	-	-	-	-
3840	MAP/PLAN/CODE CHARGES	63	82	300	50	50	100	200
3890	MISCELLANEOUS INCOME	357	586	500	500	500	500	500
3920	PROCEEDS - FIXED ASSET SALE	-	-	-	-	-	-	-
3990	INTERFUND TRANSFERS	27,500	30,000	32,500	32,500	32,500	35,000	37,500
<b>TOTAL REVENUES:</b>		<b>\$ 3,997,663</b>	<b>\$ 4,080,500</b>	<b>\$ 4,156,812</b>	<b>\$ 4,149,566</b>	<b>\$ 4,217,261</b>	<b>\$ 4,676,032</b>	<b>\$ 5,119,477</b>

VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 EXPENDITURES BY DEPARTMENT

3/2/2012

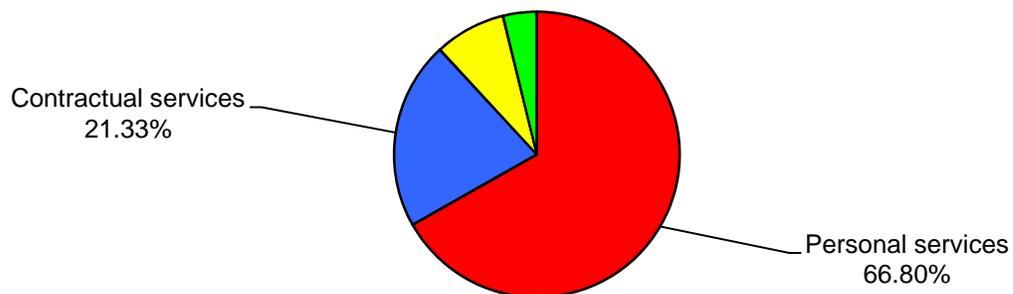
EXPENDITURES	2013 Budget	Percent of Budget
Information Technology	\$ 29,002	0.69%
Administration	350,717	8.35%
Police	2,168,518	51.61%
Public Works - Streets Division	754,260	17.95%
Building Maintenance	133,477	3.18%
Community Development	539,223	12.83%
Finance	147,282	3.51%
Board and Commissions	79,185	1.88%
<b>Total</b>	<b>\$ 4,201,664</b>	<b>100.00%</b>



VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 EXPENDITURES BY CATEGORY

3/2/2012

EXPENDITURES	2013 Budget	Percent of Budget
Personal services	\$ 2,806,646	66.80%
Contractual services	896,330	21.33%
Commodities	338,877	8.07%
Transfers out	159,811	3.80%
Total	\$ 4,201,664	100.00%



VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 DEPARTMENT 49  
 INFORMATION TECHNOLOGY EXPENDITURES

3/2/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 10 ACTUAL	FYE 11 ACTUAL	FYE 12 APPROVED BUDGET	FYE 12 EST. ACTUAL	FYE 13 PROP. BUDGET	FYE 14 PROJ. BUDGET	FYE 15 PROJ. BUDGET
<b>01-49-0000</b>	<b><u>INFORMATION TECHNOLOGY</u></b>							
	<b><u>PERSONAL SERVICES</u></b>							
6101	SALARIES - FULL-TIME	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6201	MEDICAL/DENTAL INSURANCE	-	-	-	-	-	-	-
6202	GROUP LIFE INSURANCE	-	-	-	-	-	-	-
6204	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-
6205	SOC SEC CONTRIBUTIONS	-	-	-	-	-	-	-
6206	IMRF CONTRIBUTIONS	-	-	-	-	-	-	-
6208	TRAINING & MEMBERSHIPS	-	-	-	-	-	-	-
6209	UNIFORM ALLOWANCE	-	-	-	-	-	-	-
6507	MILEAGE REIMBURSEMENT	-	-	-	-	-	-	-
	TOTAL PERSONAL SERVICES	-	-	-	-	-	-	-
	<b><u>CONTRACTUAL SERVICES</u></b>							
6306	MEDICAL SERVICES	-	-	-	-	-	-	-
6307	I. S. SERVICES	14,481	16,975	19,537	18,000	28,562	27,812	29,312
6502	TELECOMMUNICATIONS	420	420	420	420	420	420	420
6504	PRINTING	-	-	-	-	-	-	-
6509	RECRUITMENT	-	-	-	-	-	-	-
	TOTAL CONTRACTUAL SERVICES	14,901	17,395	19,957	18,420	28,982	28,232	29,732
	<b><u>COMMODITIES</u></b>							
6501	POSTAGE & DELIVERY	-	-	-	-	-	-	-
6603	SPECIALIZED SUPPLIES	-	-	-	-	-	-	-
6608	BOOKS & PUBLICATIONS	-	-	-	-	-	-	-
6613	GENERAL OFFICE SUPPLIES	11	-	25	20	20	40	40
	TOTAL COMMODITIES	11	-	25	20	20	40	40
	<b>TOTAL INFORMATION TECHNOLOGY EXPENDITURES</b>	<b>\$ 14,912</b>	<b>\$ 17,395</b>	<b>\$ 19,982</b>	<b>\$ 18,440</b>	<b>\$ 29,002</b>	<b>\$ 28,272</b>	<b>\$ 29,772</b>

VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 DEPARTMENT 50  
 ADMINISTRATION

3/2/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 10 ACTUAL	FYE 11 ACTUAL	FYE 12 APPROVED BUDGET	FYE 12 EST. ACTUAL	FYE 13 PROP. BUDGET	FYE 14 PROJ. BUDGET	FYE 15 PROJ. BUDGET
<b>01-50-0000</b>	<b><u>ADMINISTRATION</u></b>							
	<b><u>PERSONAL SERVICES</u></b>							
6101	SALARIES - FULL-TIME	\$ 177,195	\$ 169,736	\$ 174,988	\$ 175,312	\$ 180,246	\$ 189,258	\$ 200,613
6201	MEDICAL/DENTAL INSURANCE	27,822	30,646	34,851	30,668	31,243	32,805	34,773
6202	GROUP LIFE INSURANCE	184	163	158	158	158	166	176
6204	UNEMPLOYMENT COMPENSATION	-	-	175	-	180	189	200
6205	SOC SEC CONTRIBUTIONS	11,137	10,602	10,818	10,811	10,972	11,521	12,212
6206	IMRF CONTRIBUTIONS	15,015	16,229	16,134	15,949	15,898	16,693	17,695
6208	TRAINING & MEMBERSHIPS	1,925	1,801	4,134	1,969	3,969	4,013	5,058
6209	UNIFORM ALLOWANCE	-	-	-	-	-	-	150
6507	MILEAGE REIMBURSEMENT	1,741	1,384	1,805	1,660	1,805	1,857	1,910
	TOTAL PERSONAL SERVICES	235,019	230,561	243,063	236,527	244,471	256,502	272,787
	<b><u>CONTRACTUAL SERVICES</u></b>							
6301	LEGAL SERVICES	10,371	10,698	12,290	10,000	10,300	10,609	10,927
6306	MEDICAL SERVICES	33	34	9	9	9	1,009	9
6307	I. S. SERVICES	-	-	-	-	-	-	-
6309	OTHER PROFESSIONAL SERVICES	49	-	300	14	350	350	350
6402	RENTAL	2,963	3,598	2,883	2,883	2,883	2,883	2,883
6403	REPAIR & MAINT SERVICES - EQUIP.	46	90	99	187	99	99	99
6502	TELECOMMUNICATIONS	1,380	2,393	1,509	1,283	1,967	1,993	2,020
6504	PRINTING	202	-	125	75	125	125	250
6508	RECEPTIONS & ENTERTAINMENT	-	-	-	-	-	-	-
6509	RECRUITMENT	-	-	-	-	-	-	-
6514	INSURANCE PREMIUMS	94,795	79,304	108,073	84,238	89,288	93,488	97,898
	TOTAL CONTRACTUAL SERVICES	109,839	96,117	125,288	98,689	105,021	110,556	114,436
	<b><u>COMMODITIES</u></b>							
6501	POSTAGE & DELIVERY	6	26	25	13	25	35	35
6608	BOOKS & PUBLICATIONS	600	400	605	691	800	800	800
6613	GENERAL OFFICE SUPPLIES	436	113	400	275	400	900	900
	TOTAL COMMODITIES	1,042	539	1,030	979	1,225	1,735	1,735
	<b>TOTAL ADMINISTRATION EXPENDITURES</b>	<b>\$ 345,900</b>	<b>\$ 327,217</b>	<b>\$ 369,381</b>	<b>\$ 336,195</b>	<b>\$ 350,717</b>	<b>\$ 368,793</b>	<b>\$ 388,958</b>

VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 DEPARTMENT 51  
 POLICE EXPENDITURES

3/2/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 10 ACTUAL	FYE 11 ACTUAL	FYE 12 APPROVED BUDGET	FYE 12 EST. ACTUAL	FYE 13 PROP. BUDGET	FYE 14 PROJ. BUDGET	FYE 15 PROJ. BUDGET
<b>01-51-0000</b>	<b><u>POLICE</u></b>							
	<b><u>PERSONAL SERVICES</u></b>							
6101	SALARIES - FULL-TIME	\$ 962,227	\$ 897,882	\$ 918,633	\$ 954,967	\$ 995,429	\$ 1,045,200	\$ 1,107,912
6102	SALARIES - OVERTIME	52,055	68,559	54,195	78,094	58,927	61,873	65,585
6104	SALARIES - PART-TIME	54,042	53,275	50,384	48,657	54,983	57,732	61,196
6105	SALARIES - SEASONAL	40	60	-	30	-	-	-
6106	POLICE PENSION	200,413	217,489	224,989	222,543	222,543	222,543	238,078
6201	MEDICAL/DENTAL INSURANCE	169,255	177,772	210,388	184,437	193,167	202,825	214,995
6202	GROUP LIFE INSURANCE	1,675	1,467	1,344	1,335	1,344	1,411	1,496
6204	UNEMPLOYMENT COMPENSATION	-	-	1,023	-	1,109	1,164	1,234
6205	SOC SEC CONTRIBUTIONS	80,169	76,206	78,276	81,291	84,864	89,107	94,453
6206	IMRF CONTRIBUTIONS	3,994	4,535	4,484	4,442	4,418	4,639	4,917
6208	TRAINING & MEMBERSHIPS	5,795	4,814	5,995	5,395	4,595	7,205	7,120
6209	UNIFORM ALLOWANCE	12,000	11,200	10,400	10,400	10,400	11,350	13,880
6507	MILEAGE REIMBURSEMENT	-	-	-	-	-	500	600
	<b>TOTAL PERSONAL SERVICES</b>	<b>1,541,665</b>	<b>1,513,259</b>	<b>1,560,111</b>	<b>1,591,591</b>	<b>1,631,779</b>	<b>1,705,549</b>	<b>1,811,466</b>
	<b><u>CONTRACTUAL SERVICES</u></b>							
6301	LEGAL SERVICES	59,886	41,113	64,800	70,000	54,800	45,300	68,400
6306	MEDICAL SERVICES	198	449	568	278	568	568	972
6307	I. S. SERVICES	523	360	372	155	-	-	-
6309	OTHER PROFESSIONAL SERVICES	5,371	4,040	14,200	12,200	9,750	9,750	12,250
6402	RENTAL	1,802	2,189	2,191	2,191	2,191	2,191	2,191
6403	REPAIR & MAINT. SERV - EQUIPMENT	12,037	12,107	18,353	15,873	18,303	18,303	18,853
6407	REPAIR & MAINT. SERV - VEHICLES	22,391	29,479	30,000	30,000	30,000	30,000	30,000
6502	TELECOMMUNICATIONS	200,952	256,238	268,933	268,666	283,867	300,026	317,183
6504	PRINTING	1,870	2,014	1,275	1,275	1,275	1,275	2,575
6508	RECEPTIONS & ENTERTAINMENT	-	7	50	-	50	50	50
6509	RECRUITMENT	-	-	-	-	2,500	7,500	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>305,030</b>	<b>347,996</b>	<b>400,742</b>	<b>400,638</b>	<b>403,304</b>	<b>414,963</b>	<b>452,474</b>
	<b><u>COMMODITIES</u></b>							
6500	GENERAL EQUIPMENT	63	-	2,425	925	2,000	2,000	5,500
6501	POSTAGE & DELIVERY	618	777	950	950	950	950	950
6601	FUELS & LUBRICANTS	43,961	46,403	60,600	57,775	65,700	65,700	65,700
6603	SPECIALIZED SUPPLIES/TOOLS	3,811	2,540	4,975	6,075	4,975	4,675	4,675
6604	SAFETY SUPPLIES	101	-	200	200	200	200	200
6608	BOOKS & PUBLICATIONS	215	116	300	316	300	300	300
6613	GENERAL OFFICE SUPPLIES	1,520	1,030	3,500	1,800	2,000	2,000	2,000
6617	VEHICLE MAINTENANCE SUPPLIES	65	-	-	-	-	-	1,500
	<b>TOTAL COMMODITIES</b>	<b>50,354</b>	<b>50,866</b>	<b>72,950</b>	<b>68,041</b>	<b>76,125</b>	<b>75,825</b>	<b>80,825</b>
	<b><u>TRANSFERS OUT</u></b>							
7010	TRANSFER TO EQUIP. REPLACEMENT	67,316	49,883	35,619	35,619	57,310	98,573	117,268
	<b>TOTAL TRANSFERS OUT</b>	<b>67,316</b>	<b>49,883</b>	<b>35,619</b>	<b>35,619</b>	<b>57,310</b>	<b>98,573</b>	<b>117,268</b>
	<b>TOTAL POLICE EXPENDITURES</b>	<b>\$ 1,964,365</b>	<b>\$ 1,962,004</b>	<b>\$ 2,069,422</b>	<b>\$ 2,095,889</b>	<b>\$ 2,168,518</b>	<b>\$ 2,294,910</b>	<b>\$ 2,462,033</b>

VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 DEPARTMENT 53  
 PUBLIC WORKS - STREETS DIVISION EXPENDITURES

3/2/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 10 ACTUAL	FYE 11 ACTUAL	FYE 12 APPROVED BUDGET	FYE 12 EST. ACTUAL	FYE 13 PROP. BUDGET	FYE 14 PROJ. BUDGET
<b>01-53-0000</b>	<b><u>PUBLIC WORKS - STREETS DIVISION</u></b>						
	<b><u>PERSONAL SERVICES</u></b>						
6101	SALARIES - FULL-TIME	\$ 217,206	\$ 164,015	\$ 191,915	\$ 194,896	\$ 207,422	\$ 217,793
6102	SALARIES - OVERTIME	8,768	9,093	9,180	6,931	9,913	10,409
6104	SALARIES - PART TIME	10,582	10,828	10,921	7,083	-	9,821
6105	SALARIES - SEASONAL	-	1,071	7,005	11,199	9,891	5,254
6201	MEDICAL/DENTAL INSURANCE	41,864	32,398	38,057	31,137	36,516	38,342
6202	GROUP LIFE INSURANCE	439	315	374	374	374	393
6204	UNEMPLOYMENT COMPENSATION	-	-	212	-	217	238
6205	SOC SEC CONTRIBUTIONS	17,433	13,667	16,755	16,488	17,383	18,814
6206	IMRF CONTRIBUTIONS	20,022	17,495	19,548	18,996	19,169	21,043
6208	TRAINING & MEMBERSHIPS	1,055	1,644	4,400	3,730	3,650	3,650
6209	UNIFORM ALLOWANCE	481	815	1,000	1,000	950	950
6507	MILEAGE REIMBURSEMENT	11	35	25	43	25	25
	TOTAL PERSONAL SERVICES	317,861	251,376	299,392	291,877	305,510	326,732
	<b><u>CONTRACTUAL SERVICES</u></b>						
6301	LEGAL SERVICES	-	1,094	500	500	500	500
6303	ENGINEERING SERVICES	14,964	6,987	17,400	15,400	13,400	13,400
6306	MEDICAL SERVICES	200	527	504	504	504	504
6307	I.S. SERVICES	-	-	-	-	-	-
6309	OTHER PROFESSIONAL SERVICES	3,163	3,202	3,200	3,200	3,200	3,200
6402	RENTAL	3,659	2,477	3,540	3,540	3,540	3,540
6403	REPAIR & MAINT SERVICES - EQUIPMENT	2,102	189	3,697	3,697	3,697	3,697
6405	REPAIR & MAINT SERVICES - ROW	19,644	24,451	35,524	35,524	30,524	35,524
6407	REPAIR & MAINT SERVICES - VEHICLES	5,516	10,158	16,000	16,000	16,000	16,000
6502	TELECOMMUNICATIONS	3,928	2,829	3,249	2,649	2,821	2,834
6503	PUBLISHING	-	-	50	50	50	50
6504	PRINTING	-	-	200	200	200	700
6508	RECEPTIONS & ENTERTAINMENT	66	98	200	200	200	200
6509	RECRUITMENT	-	-	300	-	300	300
6511	ELECTRICITY	44,813	40,559	56,421	41,583	43,662	45,845
6516	EMPLOYEE ACTIVITIES	61	243	500	200	500	500
	TOTAL CONTRACTUAL SERVICES	98,116	92,814	141,285	123,247	119,098	126,794
	<b><u>COMMODITIES</u></b>						
6500	GENERAL EQUIPMENT	-	-	16,000	14,493	-	-
6501	POSTAGE & DELIVERY	124	48	175	175	175	175
6601	FUELS & LUBRICANTS	15,572	13,313	21,000	18,200	17,400	17,900
6603	SPECIALIZED SUPPLIES/TOOLS	4,832	3,602	5,500	5,500	5,500	5,500
6604	SAFETY SUPPLIES	469	789	550	550	450	550
6606	LANDSCAPING SUPPLIES	3,847	1,756	11,850	37,805	11,850	19,500
6608	BOOKS & PUBLICATIONS	98	198	250	250	250	250
6609	ROADWAY MAINTENANCE SUPPLIES	10,664	11,574	11,000	11,000	11,000	11,000
6610	TRAFFIC CONTROL SUPPLIES	8,886	2,698	13,500	13,500	13,500	15,000
6612	EQUIPMENT MAINTENANCE SUPPLIES	4,413	3,080	3,000	5,000	3,000	3,000
6613	GENERAL OFFICE SUPPLIES	320	341	500	300	500	600
6615	SNOW & ICE CONTROL SUPPLIES	134,762	159,875	163,542	125,782	165,000	175,750
6617	VEHICLE MAINTENANCE SUPPLIES	11,997	9,505	12,000	10,000	10,000	10,000
	TOTAL COMMODITIES	195,984	206,779	258,867	242,555	238,625	259,225
	<b><u>TRANSFERS OUT</u></b>						
7010	TRANSFER TO EQUIP. REPLACE.	139,472	108,004	91,027	91,027	91,027	143,854
9003	INTERFUND TRANSFER	-	318,497	-	-	-	-
	TOTAL TRANSFERS OUT	139,472	426,501	91,027	91,027	91,027	143,854
	<b>TOTAL P.W. - STREETS DIVISION EXPENDITURES</b>	<b>\$ 751,433</b>	<b>\$ 977,470</b>	<b>\$ 790,571</b>	<b>\$ 748,706</b>	<b>\$ 754,260</b>	<b>\$ 856,605</b>

**FYE 15  
PROJ.  
BUDGET**

\$ 230,861  
11,034  
10,410  
5,569  
40,643  
417  
252  
19,943  
22,306  
3,950  
1,250  
25

346,660

500  
13,400  
763  
-  
3,200  
4,540  
3,697  
35,524  
16,000  
3,339  
50  
200  
200  
450  
48,137  
500

130,500

-  
175  
18,400  
5,500  
700  
41,175  
250  
12,500  
16,500  
3,000  
600  
186,575  
10,000

295,375

189,151  
-

189,151

\$ 961,686

VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 DEPARTMENT 54  
 BUILDING MAINTENANCE EXPENDITURES

3/2/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 10 ACTUAL	FYE 11 ACTUAL	FYE 12 APPROVED BUDGET	FYE 12 EST. ACTUAL	FYE 13 PROP. BUDGET	FYE 14 PROJ. BUDGET	FYE 15 PROJ. BUDGET
<b>01-54-0000</b>	<b><u>BUILDING MAINTENANCE</u></b>							
	<b><u>PERSONAL SERVICES</u></b>							
6101	SALARIES - FULL-TIME	\$ 74,314	\$ 45,068	\$ 52,179	\$ 52,913	\$ 56,415	\$ 59,236	\$ 62,790
6102	SALARIES - OVERTIME	3,698	3,398	3,180	2,393	3,437	3,609	3,826
6104	SALARIES PART-TIME	10,582	10,828	10,921	7,083	-	9,821	10,410
6105	SALARIES - SEASONAL	-	459	3,002	4,333	9,891	5,254	5,569
6201	MEDICAL/DENTAL INSURANCE	16,814	11,223	11,749	10,302	11,392	11,962	12,680
6202	GROUP LIFE INSURANCE	151	101	106	106	106	111	118
6204	UNEMPLOYMENT COMPENSATION	-	-	66	-	60	72	76
6205	SOC SEC CONTRIBUTIONS	6,517	4,424	5,300	4,829	5,335	5,812	6,161
6206	IMRF CONTRIBUTIONS	7,503	5,641	6,111	5,679	5,279	6,423	6,808
6208	TRAINING & MEMBERSHIPS	48	76	200	200	200	200	750
6209	UNIFORM ALLOWANCE	366	322	500	500	350	350	700
6507	MILEAGE REIMBURSEMENT	-	-	-	-	-	25	25
	TOTAL PERSONAL SERVICES	119,993	81,540	93,314	88,338	92,465	102,875	109,913
	<b><u>CONTRACTUAL SERVICES</u></b>							
6301	LEGAL SERVICES	-	-	-	-	-	-	-
6306	MEDICAL SERVICES	56	164	65	96	65	65	415
6402	RENTAL	567	64	79	294	79	79	454
6403	REPAIR & MAINT SERVICES - EQUIPMENT	3,018	2,564	2,680	2,680	2,680	2,680	2,680
6406	REPAIR & MAINT SERVICES - BUILDINGS	13,415	9,061	14,000	31,500	14,000	14,000	14,000
6407	REPAIR & MAINT SERVICES - VEHICLES	80	70	150	939	150	150	150
6502	TELECOMMUNICATIONS	1,992	1,993	2,085	1,701	1,527	1,539	2,031
6509	RECRUITMENT	-	-	-	-	-	-	300
6512	WATER & SEWER	1,348	1,346	1,625	1,625	1,625	1,625	1,625
	TOTAL CONTRACTUAL SERVICES	20,476	15,262	20,684	38,835	20,126	20,138	21,655
	<b><u>COMMODITIES</u></b>							
6500	GENERAL EQUIPMENT	-	-	500	500	500	625	750
6601	FUELS & LUBRICANTS	2,525	4,482	3,500	4,789	5,200	5,200	5,200
6602	CUSTODIAL SUPPLIES	3,204	2,735	3,600	3,600	3,600	3,600	3,600
6603	SPECIALIZED SUPPLIES & TOOLS	926	716	1,300	1,300	1,300	1,300	1,300
6604	SAFETY SUPPLIES	289	465	600	600	500	500	750
6606	LANDSCAPING SUPPLIES	957	208	1,250	1,250	1,250	1,500	1,500
6608	BOOKS & PUBLICATIONS	98	98	100	100	100	100	200
6611	BUILDING MATERIALS & SUPPLIES	1,079	1,806	1,450	1,649	1,450	1,450	1,525
6613	GENERAL OFFICE SUPPLIES	170	86	200	150	200	280	280
6617	VEHICLE MAINTENANCE SUPPLIES	1,377	1,595	1,000	1,000	1,000	1,000	1,000
	TOTAL COMMODITIES	10,625	12,191	13,500	14,938	15,100	15,555	16,105
	<b><u>TRANSFERS OUT</u></b>							
7010	TRANSFER TO EQUIPMENT REPLACEMENT	9,813	5,786	5,786	5,786	5,786	5,786	5,786
	TOTAL TRANSFERS OUT	9,813	5,786	5,786	5,786	5,786	5,786	5,786
	<b>TOTAL BUILDING MAINTENANCE EXPENDITURES</b>	<b>\$ 160,907</b>	<b>\$ 114,779</b>	<b>\$ 133,284</b>	<b>\$ 147,897</b>	<b>\$ 133,477</b>	<b>\$ 144,354</b>	<b>\$ 153,459</b>

VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 DEPARTMENT 55  
 COMMUNITY DEVELOPMENT EXPENDITURES

3/2/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 10 ACTUAL	FYE 11 ACTUAL	FYE 12 APPROVED BUDGET	FYE 12 EST. ACTUAL	FYE 13 PROP. BUDGET	FYE 14 PROJ. BUDGET	FYE 15 PROJ. BUDGET
<b>01-55-0000</b>	<b><u>COMMUNITY DEVELOPMENT</u></b>							
	<b><u>PERSONAL SERVICES</u></b>							
6101	SALARIES - FULL-TIME	\$ 225,988	\$ 231,783	\$ 237,978	\$ 241,093	\$ 258,908	\$ 271,853	\$ 288,164
6102	SALARIES - OVERTIME	-	-	200	313	221	232	246
6103	SALARIES - TEMPORARY	-	-	-	-	-	-	-
6104	SALARIES - PART-TIME	7,197	4,300	5,073	5,765	5,073	10,653	11,292
6201	MEDICAL/DENTAL INSURANCE	20,486	25,362	45,529	38,634	43,937	46,134	48,902
6202	GROUP LIFE INSURANCE	400	392	384	384	384	403	427
6204	UNEMPLOYMENT COMPENSATION	1,782	-	243	-	264	277	294
6205	SOC SEC CONTRIBUTIONS	17,732	17,751	18,609	18,276	20,211	21,222	22,495
6206	IMRF CONTRIBUTIONS	19,398	22,356	21,960	22,025	22,855	23,998	25,438
6208	TRAINING & MEMBERSHIPS	2,278	3,557	3,275	1,775	2,275	3,825	8,750
6209	UNIFORM ALLOWANCE	-	87	200	200	200	200	575
6507	MILEAGE REIMBURSEMENT	19	5	25	25	25	25	100
	TOTAL PERSONAL SERVICES	295,280	305,593	333,476	328,490	354,353	378,822	406,683
	<b><u>CONTRACTUAL SERVICES</u></b>							
6301	LEGAL SERVICES	49,646	41,734	64,000	50,000	52,000	60,000	72,000
6303	ENGINEERING SERVICES	153,808	86,852	112,600	99,600	99,600	138,300	204,550
6306	MEDICAL SERVICES	12	63	18	18	18	18	193
6307	IS SERVICES	350	350	350	350	350	350	350
6309	OTHER PROFESSIONAL SERVICES	25,330	15,876	14,800	12,800	12,800	13,250	76,525
6402	RENTAL	2,741	1,944	2,571	2,571	2,571	2,571	2,571
6403	REPAIR & MAINT. SERV-EQUIPMENT	815	685	750	750	750	750	750
6407	REPAIR & MAINT SERVICES - VEHICLES	1,314	353	750	1,500	1,500	1,500	1,500
6502	TELECOMMUNICATIONS	2,845	1,541	2,387	2,294	2,323	2,362	2,894
6503	PUBLISHING	941	1,399	1,500	900	1,100	1,300	1,500
6504	PRINTING	377	660	1,200	1,200	1,200	1,200	1,500
6508	RECEPTIONS & ENTERTAINMENT	176	190	300	300	300	300	550
6509	RECRUITMENT	-	-	-	-	-	-	500
9004	CONTINGENCY	-	-	-	-	-	-	-
	TOTAL CONTRACTUAL SERVICES	238,355	151,647	201,226	172,283	174,512	221,901	365,383
	<b><u>COMMODITIES</u></b>							
6500	GENERAL EQUIPMENT	-	-	400	400	400	400	650
6501	POSTAGE & DELIVERY	385	494	1,000	500	500	500	1,000
6601	FUELS & LUBRICANTS	1,542	1,624	1,875	1,855	2,070	2,070	2,760
6603	SPECIALIZED SUPPLIES/TOOLS	49	12	100	100	100	100	500
6604	SAFETY SUPPLIES	-	-	100	100	-	100	-
6608	BOOKS & PUBLICATIONS	383	15	600	600	600	400	500
6613	GENERAL OFFICE SUPPLIES	688	640	750	1,200	1,000	1,000	1,000
	TOTAL COMMODITIES	3,047	2,785	4,825	4,755	4,670	4,570	6,410
	<b><u>TRANSFERS OUT</u></b>							
7010	TRANSFER TO EQUIPMENT REPLACEMENT	10,105	5,688	5,688	5,688	5,688	5,688	5,688
	TOTAL TRANSFERS OUT	10,105	5,688	5,688	5,688	5,688	5,688	5,688
	<b>TOTAL COMMUNITY DEVELOPMENT EXPENDITURES</b>	<b>\$ 546,787</b>	<b>\$ 465,713</b>	<b>\$ 545,215</b>	<b>\$ 511,216</b>	<b>\$ 539,223</b>	<b>\$ 610,981</b>	<b>\$ 784,164</b>

VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 DEPARTMENT 56  
 FINANCE EXPENDITURES

3/2/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 10 ACTUAL	FYE 11 ACTUAL	FYE 12 APPROVED BUDGET	FYE 12 EST. ACTUAL	FYE 13 PROP. BUDGET	FYE 14 PROJ. BUDGET	FYE 15 PROJ. BUDGET
<b>01-56-0000</b>	<b><u>FINANCE</u></b>							
	<b><u>PERSONAL SERVICES</u></b>							
6101	SALARIES - FULL-TIME	\$ 81,060	\$ 76,208	\$ 78,235	\$ 79,498	\$ 85,415	\$ 89,686	\$ 95,067
6102	SALARIES - OVERTIME	36	10	50	-	55	58	61
6104	SALARIES - PART-TIME	-	-	-	-	-	-	-
6105	SALARIES - SEASONAL	-	-	-	-	-	-	-
6201	MEDICAL/DENTAL INSURANCE	21,564	21,129	24,606	21,051	21,204	22,264	23,600
6202	GROUP LIFE INSURANCE	143	123	120	120	120	126	134
6204	UNEMPLOYMENT COMPENSATION	3,445	-	78	-	85	89	94
6205	SOC SEC CONTRIBUTIONS	5,625	5,296	5,989	5,663	6,538	6,865	7,277
6206	IMRF CONTRIBUTIONS	6,821	7,263	7,218	7,230	7,539	7,916	8,391
6208	TRAINING & MEMBERSHIPS	2,310	1,968	1,875	1,875	1,782	1,988	2,281
6209	UNIFORM ALLOWANCE	-	-	-	-	-	-	175
6507	MILEAGE REIMBURSEMENT	21	27	25	25	25	25	250
	TOTAL PERSONAL SERVICES	121,025	112,024	118,196	115,462	122,763	129,017	137,330
	<b><u>CONTRACTUAL SERVICES</u></b>							
6301	LEGAL SERVICES	-	-	1,000	-	-	-	-
6302	AUDIT SERVICES	12,269	10,796	11,350	11,350	10,600	10,850	11,100
6306	MEDICAL SERVICES	15	51	14	14	14	14	14
6307	I. S. SERVICES	4,288	4,567	4,864	4,866	5,182	5,519	5,878
6309	OTHER PROFESSIONAL SERVICES	7,291	15,774	3,580	3,572	3,577	5,077	3,577
6402	RENTAL	156	17	19	19	19	19	19
6403	REPAIR & MAINT. SERV-EQUIPMENT	222	208	250	250	250	250	250
6502	TELECOMMUNICATIONS	1,813	1,079	1,589	1,537	1,558	1,584	1,610
6503	PUBLISHING	923	710	612	638	617	617	617
6504	PRINTING	684	506	650	650	590	590	590
6508	RECEPTIONS & ENTERTAINMENT	-	-	-	-	-	-	-
6509	RECRUITMENT	500	-	-	-	-	-	-
	TOTAL CONTRACTUAL SERVICES	28,161	33,708	23,928	22,896	22,407	24,520	23,655
	<b><u>COMMODITIES</u></b>							
6501	POSTAGE & DELIVERY	814	806	900	800	800	800	800
6601	FUELS & LUBRICANTS	-	156	200	200	200	200	200
6603	SPECIALIZED SUPPLIES	230	103	200	200	200	200	200
6608	BOOKS & PUBLICATIONS	192	203	202	212	212	212	312
6613	GENERAL OFFICE SUPPLIES	867	628	700	700	700	700	1,050
6910	MISCELLANEOUS	-	-	-	-	-	-	-
	TOTAL COMMODITIES	2,103	1,896	2,202	2,112	2,112	2,112	2,562
	<b>TOTAL FINANCE EXPENDITURES</b>	<b>\$ 151,289</b>	<b>\$ 147,628</b>	<b>\$ 144,326</b>	<b>\$ 140,470</b>	<b>\$ 147,282</b>	<b>\$ 155,649</b>	<b>\$ 163,547</b>

VILLAGE OF SUGAR GROVE  
 FY 2012-2013 BUDGET  
 FUND 01  
 GENERAL FUND  
 DEPARTMENT 57  
 BOARD AND COMMISSIONS EXPENDITURES

3/2/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FYE 10 ACTUAL	FYE 11 ACTUAL	FYE 12 APPROVED BUDGET	FYE 12 EST. ACTUAL	FYE 13 PROP. BUDGET	FYE 14 PROJ. BUDGET	FYE 15 PROJ. BUDGET
<b>01-57-0000</b>	<b><u>BOARD &amp; COMMISSIONS</u></b>							
	<b><u>PERSONAL SERVICES</u></b>							
6104	SALARIES - PART-TIME	\$ 40,081	\$ 42,053	\$ 41,889	\$ 42,139	\$ 43,080	\$ 44,372	\$ 45,703
6205	SOC SEC CONTRIBUTIONS	2,837	3,185	3,205	3,192	3,296	3,395	3,497
6206	IMRF CONTRIBUTIONS	425	475	461	478	441	454	468
6208	TRAINING & MEMBERSHIPS	10,073	4,462	9,892	7,812	8,368	9,938	12,738
6209	UNIFORM ALLOWANCE	-	-	200	100	-	200	800
6507	MILEAGE REIMBURSEMENT	23	15	120	35	120	120	120
	<b>TOTAL PERSONAL SERVICES</b>	<b>53,439</b>	<b>50,190</b>	<b>55,767</b>	<b>53,756</b>	<b>55,305</b>	<b>58,479</b>	<b>63,326</b>
	<b><u>CONTRACTUAL SERVICES</u></b>							
6301	LEGAL SERVICES	-	-	-	3,771	-	-	-
6303	ENGINEERING SERVICES	-	-	-	-	-	-	-
6306	MEDICAL SERVICES	25	-	-	-	-	-	-
6307	I.S. SERVICES	1,676	1,566	1,700	1,566	1,400	1,400	6,850
6309	OTHER PROFESSIONAL SERVICES	2,090	2,876	3,500	3,500	3,500	7,000	7,000
6403	REPAIR & MAINT. SERV-EQUIPMENT	1,139	1,534	1,600	2,336	1,600	1,600	1,600
6502	TELECOMMUNICATIONS	683	92	1,050	1,001	900	900	900
6503	PUBLISHING	39	111	135	192	125	125	125
6504	PRINTING	239	113	300	45	100	100	600
6508	RECEPTIONS & ENTERTAINMENT	448	636	500	400	500	500	500
6515	PUBLIC RELATIONS	18,928	3,528	4,955	12,531	4,955	5,755	5,355
6516	EMPLOYEE ACTIVITIES	-	-	275	130	150	150	600
6517	PLAN COMMISSION	1,025	-	1,200	90	1,200	2,250	2,250
6518	POLICE COMMISSION	6,245	1,334	1,850	200	8,450	4,350	8,450
6519	50TH ANNIVERSARY CELEBRATION	-	-	-	-	-	-	-
9004	CONTINGENCY	-	-	-	-	-	-	-
	<b>TOTAL CONTRACTUAL SERVICES</b>	<b>32,537</b>	<b>11,790</b>	<b>17,065</b>	<b>21,991</b>	<b>22,880</b>	<b>24,130</b>	<b>34,230</b>
	<b><u>COMMODITIES</u></b>							
6501	POSTAGE & DELIVERY	292	121	250	75	250	250	250
6608	BOOKS & PUBLICATIONS	-	19	-	-	-	-	100
6613	GENERAL OFFICE SUPPLIES	899	701	750	400	750	750	750
	<b>TOTAL COMMODITIES</b>	<b>1,191</b>	<b>841</b>	<b>1,000</b>	<b>475</b>	<b>1,000</b>	<b>1,000</b>	<b>1,100</b>
	<b>TOTAL BOARD AND COMMISSIONS EXPENDITURES</b>	<b>\$ 87,167</b>	<b>\$ 62,821</b>	<b>\$ 73,832</b>	<b>\$ 76,222</b>	<b>\$ 79,185</b>	<b>\$ 83,609</b>	<b>\$ 98,656</b>

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**VILLAGE OF SUGAR GROVE  
INTEROFFICE MEMORANDUM**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** JUSTIN E. VANVOOREN, FINANCE DIRECTOR  
**SUBJECT:** FISCAL YEAR 2012-2013 BUDGET, WORKSHOP #1, MARCH 6, 2012  
**DATE:** FEBRUARY 27, 2012  
**CC:** BRENT EICHELBERGER, CINDY GALBREATH, BRAD SAUER, TONY SPECIALE, AND RICH YOUNG

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At the first Budget Workshop on March 6, 2012 the fiscal year 2012 – 2013 General Fund Proposed Budget will be presented. The following items will be discussed:

- A) General Fund Budget Summary – This will include a brief overview of fiscal year 2011 – 2012 projected and fiscal year 2012 – 2013 proposed amounts.
- B) Full Time Equivalent Staffing Levels – This covers the last three fiscal years and the fiscal year 2012 – 2013 proposed staffing.
- C) Revenue and Expenditure Worksheets – These worksheets show detail by line item in general revenues and expenditures by department.
- D) Add Sheets – Suggested additional items for the Board to consider adding to the proposed budget.

Significant items to note when reviewing the attached documents include:

Fiscal Year 2011 – 2012 General Fund

I am pleased to report that the fiscal year 2011 – 2012 General Fund is projected to finish with a \$74,500 surplus versus the budgeted \$10,800 surplus. The surplus is a result of revenues being lower than budgeted by approximately \$7,200 and expenditures being lower than budgeted by approximately \$71,000.

It is anticipated that the Board will direct staff to transfer the actual surplus from FY 2011-12 to the proper fund to supplement the street repair budget.

Staff projected and included 0 residential, 6 commercial, and 325 miscellaneous building permits in the fiscal year 2011 – 2012 budget approved by the Village Board. As of February 16, 2012, 1 of the residential, 2 of the commercial, and 239 of the miscellaneous building permits have been issued.

The following are explanations of major revenue differences:

- 1) Utility tax – natural gas (\$22,000) – lower natural gas prices and a mild winter with lower usage causing less revenue;
- 2) Towing fees (\$30,000) – number of towing fees collected less than expected;
- 3) State income tax \$44,100 – IML has increased the projected per capita receipts;
- 4) Grants \$11,000 – Village received an EAB grant for trees of \$9,800;
- 5) State sales tax (\$25,500) – existing businesses were slower than anticipated to recover and new businesses opened later than expected;
- 6) Review and development fees (\$19,500) - developer reimbursable attorney and engineering fees are lower than anticipated; and
- 7) Reimbursement \$27,200 – insurance reimbursements, developer snow plowing, and parkway tree program (resident share) are higher than expected.

The following are explanations of major expenditure differences:

- 1) All departments, medical insurance \$49,000 – health insurance increase lower than expected;
- 2) Administration, insurance premiums \$23,800 – general insurance rates lower than expected;
- 3) Police, salaries (\$58,500) – increase due to officers out on disability;
- 4) Streets, electricity \$14,800 – reduced based on historical average and current year-to-date expenditures;
- 5) Streets, landscaping supplies (\$26,000) – increase due to the EAB grant and Village Board direction to add a spring 50/50 parkway tree program;
- 6) Streets, snow and ice control supplies \$37,800 – salt purchases decreased due to a lower number of large snow events;
- 7) Building Maintenance, repair and maintenance for buildings (\$17,500) – increase due to carpet cleaning and replacement per Village Board direction;
- 8) Community Development, legal and engineering fees \$29,400 – reimbursable and non-reimbursable are lower than anticipated; and
- 9) Board, public relations (\$7,600) – increase due to added expenditure for electronic sign board per Village Board direction.

#### Fiscal Year 2012 – 2013 General Fund

Staff is proposing a surplus of \$15,600 for fiscal year 2012 – 2013. Total revenue is expected to increase 1.6% from the fiscal year 2011 – 2012 projected actual and 1.5% from the fiscal year 2011 – 2012 approved budget. The Village is showing increases in several revenues (including, but not limited to income and sales tax) as the economy continues to gain strength. Total expenditures are expected to increase by 3.1% from the fiscal year 2011 – 2012 projected actual and 1.4% from the fiscal year 2011 – 2012 approved budget.

### Revenues

Fiscal year 2012 – 2013 revenues are estimated to increase by approximately \$67,700 from estimated actual. Significant changes include:

- 1) Property taxes (increase by \$22,300);
- 2) State income taxes (increase by \$20,700);
- 3) State sales tax – including rebate (increase by \$48,900);
- 4) Review and development fees (increase by \$19,500); and
- 5) Reimbursements (decrease by \$54,700).

Staff has not increased any licenses, fines, or building related fees in the fiscal year 2012 – 2013 budget.

### Expenditures

Fiscal year 2012 – 2013 expenditures are estimated to increase by approximately \$126,600 from estimated actual. Significant changes include:

### Personnel

Village-wide staffing levels are proposed to decrease slightly from 37.817 Full Time Equivalents (FTE) to 37.663. This reflects the replacement of a retired part-time laborer with seasonal employees.

The proposed budget includes required cost of living and step increases in accordance with contracts or discussions with represented employees and similar adjustments for non-represented employees.

The employee's share of dependent health insurance costs have been increased 14.3% (from 17.5% to 20.0%) while the overall premium (cost shared between the Village and employees) is budgeted to increase by 12.5%.

### Information Technology

- 1) Software upgrades (related to Windows 7) – \$5,000
- 2) Computer replacements (related to age of computers and Windows 7) – \$4,500

### Administration

- 3) IRMA liability insurance premiums (based on historical average increase) – \$5,100

### Police

- 4) Legal services (negotiations with represented employees) – (\$15,200)
- 5) Telecommunications (dispatch services agreement with Montgomery) – \$15,200
- 6) Fuels and lubricants (anticipated increase in fuel costs) – \$7,900
- 7) Equipment replacement transfer (due to replacement of squads) – \$21,700

### Streets

- 8) General equipment (mower and stump grinder replaced in 2011 – 2012) – (\$14,500)
- 9) Landscaping supplies (received EAB grant and reduction from extra parkway tree program in 2011 – 2012) – (\$26,000)
- 10) Snow and ice control supplies (less salt used due to 2011 – 2012 winter) – \$39,200
- 11) Repair and maintenance services for buildings (carpet replacement and cleaning in 2011 – 2012) – (\$17,500).

### Boards and Commissions

- 12) Public relations (electronic sign Board in 2011 – 2012) – (\$8,000)
- 13) Police Commission (patrol testing in 2012 – 2013) – \$8,300

### Add Sheets

The following items are presented for Board consideration for possible inclusion in the fiscal year 2012 – 2013 budget. They fall within the proposed \$15,600 surplus.

- 1) Full emergency management exercise – \$4,000
- 2) Replacement server – \$5,700



**VILLAGE OF SUGAR GROVE  
KANE COUNTY, ILLINOIS**

**Resolution No. 20120306**

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**A Resolution approving Easement Agreements for the Mallard Point/Rolling Oaks  
Subdivision Drainage Improvements  
for the Village of Sugar Grove,  
Kane County, Illinois**

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Adopted by the  
Board of Trustees and President  
of the Village of Sugar Grove  
this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

Published in Pamphlet Form  
by authority of the Board of Trustees  
of the Village of Sugar Grove, Kane County,  
Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

**RESOLUTION NO. 20120306**

**A Resolution approving Easement Agreements for the Mallard Point/Rolling Oaks  
Subdivision Drainage Improvements  
for the Village of Sugar Grove,  
Kane County, Illinois**

**BE IT RESOLVED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows;

**WHEREAS**, the Village of Sugar Grove is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution and, pursuant to the powers granted to it under 65 ILCS 5/1-1 *et seq.*; and,

**WHEREAS**, the Village is pursuing certain drainage improvements for the Mallard Point and Rolling Oaks Subdivisions in the Village and has negotiated necessary easements for said improvements with landowners and seeks to approve said easement agreements,

**NOW THEREFORE BE IT RESOLVED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows;

**SECTION ONE: APPROVAL OF AGREEMENT**

The Village hereby approves the Agreements attached hereto as Exhibit A and Exhibit B and authorizes the Village President, Clerk and staff to execute said Agreements, record same and take such actions as are necessary to effectuate said Agreements.

**SECTION TWO: GENERAL PROVISIONS**

**REPEALER:** All resolutions or portions thereof in conflict with this resolution are hereby repealed.

**SEVERABILITY:** Should any provision of this Resolution be declared invalid by a court of competent jurisdiction, the remaining provisions will remain in full force and effect the same as if the invalid provision had not been a part of this Resolution.

**EFFECTIVE DATE:** This Resolution shall be in full force and effect on and after its approval, passage and publication in pamphlet form as provided by law.

**PASSED AND APPROVED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_

President of the Board of Trustees  
of the Village of Sugar Grove, Kane  
County, Illinois

ATTEST: \_\_\_\_\_  
Clerk, Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Mari Johnson	___	___	___	___
Trustee Thomas Renk	___	___	___	___
Trustee Rick Montalto	___	___	___	___
Trustee Robert E. Bohler	___	___	___	___
Trustee David Paluch	___	___	___	___
Trustee Kevin M. Geary	___	___	___	___
President P. Sean Michels	___	___	___	___



VILLAGE OF SUGAR GROVE  
KANE COUNTY, ILLINOIS

ORDINANCE 20120306B

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An Ordinance Amending  
Title 1, Chapter 8,  
Of the Code of Ordinances  
Of the Village of Sugar Grove,  
Kane County, Illinois  
For the Village of Sugar Grove, Illinois

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Adopted by the Board of Trustees and President  
Of the Village of Sugar Grove  
This 6th day of February, 2012

Published in Pamphlet Form  
By authority of the Board of Trustees  
Of the Village of Sugar Grove, Kane County,  
Illinois this 6th day of February, 2012

ORDINANCE 20120306B

An Ordinance Amending Title 1, Chapter 8  
Of the Code of Ordinances of the Village of Sugar Grove, Kane County, Illinois  
For the Village of Sugar Grove, Illinois

BE IT ORDAINED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows;

WHEREAS, the Village is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution and, pursuant to the powers granted to it under 65 ILCS 5/3.1-300-5:

WHEREAS, the President and Board of Trustees of the Village of Sugar Grove have determined that it is in the best interests of the Village and its citizens to amend the Code of Ordinances for the Village of Sugar Grove.

NOW, THEREFORE, BE IT ORDAINED, by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

SECTION ONE: Title 1, Chapter 8, of the Sugar Grove Village Code is Hereby amended to include Remote Attendance at meeting:

**1-8-15: Rules and Procedures for Remote Attendance at Meetings**

**1-8-15-1: RULES STATEMENT:**

It is the decision of the Board of the Village of Sugar Grove that any member of the Village Board may attend any open or closed meeting of the Village of Sugar Grove via electronic means (such as by telephone, video or internet connection) provided that such attendance is in compliance with this chapter and any applicable laws.

**1-8-15-2: PREREQUISITES:**

A member of the Village Board may attend a meeting electronically if the member meets the following conditions:

- A. The member should notify the village clerk at least four (4) hours before the meeting, unless impractical, so that necessary communications equipment can be arranged. Inability to make the necessary technical arrangements will result in denial of a request for remote attendance.
- B. The member must assert one of the following three (3) reasons why he or she is unable to physically attend the meeting:
  1. The member cannot attend because of personal illness or disability; or
  2. The member cannot attend because of employment purposes or the business of the village; or
  3. The member cannot attend because of a family or other emergency.

- C. A maximum of two (2) elected officials may attend a meeting or public hearing by telephone conference call or other electronic means provided a quorum of the board is physically present and following approval of the remote attendance by the board members. The elected official(s) who first makes the appropriate request shall be given first consideration;

**1-8-15-3: AUTHORIZATION TO PARTICIPATE:**

- A. The clerk, after receiving the electronic attendance request, shall inform the Village Board of the request for electronic attendance.
- B. After establishing that there is a quorum physically present at a meeting where a member of the Village Board desires to attend electronically, the presiding officer shall state that: 1) a notice was received by a member of the Village Board in accordance with this chapter, and 2) the member will be deemed authorized to attend the meeting electronically unless a motion objecting to the member's electronic attendance is made, seconded, and approved by two-thirds ( $\frac{2}{3}$ ) of the members of the Village Board physically present at the meeting. If no such motion is made and seconded or if any such motion fails to achieve the required vote by the members of the Village Board physically present at the meeting, then the request by the member to attend the meeting electronically shall be deemed approved by the Village Board and the presiding officer shall declare the requesting member present.

**1-8-15-4: ADEQUATE EQUIPMENT REQUIRED:**

The member participating electronically and other members of the Village Board must be able to communicate effectively, and members of the audience must be able to hear all communications at the meeting site. Before allowing electronic attendance at any meeting, the clerk's office shall provide equipment adequate to accomplish this objective at the meeting site.

**1-8-15-5: MINUTES:**

Any member attending electronically shall be considered an offsite attendee and counted as present electronically for that meeting if the member is allowed to attend. The meeting minutes shall also reflect and state specifically whether each member is physically present or present by electronic means.

**1-8-15-6: RIGHTS OF REMOTE MEMBER:**

A member permitted to attend electronically will be able to express his or her comments during the meeting and participate in the same capacity as those members physically present, subject to all general meeting guidelines and procedures previously adopted and adhered to. The member attending electronically shall be heard, considered, and counted as to any vote taken. Accordingly, the name of any member attending electronically shall be called during any vote taken, and his or her vote counted and recorded by the clerk and placed in the minutes for the corresponding meeting. A member attending electronically may leave a meeting and return as in the case of any member, provided the member attending electronically shall announce his or her leaving and returning.

No member of a public body who is participating electronically in a public meeting shall be permitted to participate in any portion of the meeting which is closed to the public, including but not limited to executive sessions which are closed to the public under the applicable provisions of the Open Meetings Act, 5 ILCS 120/0.01, et. seq.

**1-8-15-7: APPLICABILITY:**

This chapter shall apply to Regular and Committee of the Whole meetings of the Village of the Village of Sugar Grove.

**1-8-15-8: TERMINATION OF PARTICIPATION:**

At any time, with or without cause, any member of the public body holding the meeting including the head of such public body may move to terminate any member's electronic participation or electronic listening to such public meeting, and such termination may be accomplished provided that a majority vote of the members physically present at the meeting authorize the same. Any such motions or votes shall be recorded in the minutes of the meeting, and actions taken to limit or terminate the electronic participation of any member to the meeting shall also be noted in the minutes of the meeting.

SECTION TWO: To the extent that this ordinance is in conflict with any presently existing ordinances or portions thereof enforced in the Village Of Sugar Grove as of the effective date hereof, such prior and conflicting ordinances or portions thereof are hereby repealed. The repeal of any ordinance by this Ordinance shall not affect any right accrued or liability incurred under such repealed ordinance to the effective date hereof.

SECTION THREE: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois this 6th day of February, 2012.

\_\_\_\_\_  
P. Sean Michels,  
President of the Village of Sugar Grove,  
Kane County, Illinois

	Aye	Nay	Absent
Trustee Bohler	_____	_____	_____
Trustee Geary	_____	_____	_____
Trustee Johnson	_____	_____	_____
Trustee Montalto	_____	_____	_____
Trustee Paluch	_____	_____	_____
Trustee Renk	_____	_____	_____

ATTEST: \_\_\_\_\_  
Village Clerk



VILLAGE OF SUGAR GROVE  
KANE COUNTY, ILLINOIS

ORDINANCE 20120306A

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An Ordinance Amending  
Title 1, Chapter 8  
Of the Code of Ordinances  
Of the Village of Sugar Grove,  
Kane County, Illinois  
For the Village of Sugar Grove, Illinois

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Adopted by the Board of Trustees and President  
Of the Village of Sugar Grove  
This 6th day of February, 2012

Published in Pamphlet Form  
By authority of the Board of Trustees  
Of the Village of Sugar Grove, Kane County,  
Illinois this 6th day of February, 2012

ORDINANCE 20120306A

An Ordinance Amending Title 1, Chapter 8,  
Of the Code of Ordinances of the Village of Sugar Grove, Kane County, Illinois  
For the Village of Sugar Grove, Illinois

BE IT ORDAINED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows;

WHEREAS, the Village is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution and, pursuant to the powers granted to it under 65 ILCS 5/3.1-300-5:

WHEREAS, the President and Board of Trustees of the Village of Sugar Grove have determined that it is in the best interests of the Village and its citizens to amend the Code of Ordinances for the Village of Sugar Grove.

NOW, THEREFORE, BE IT ORDAINED, by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

SECTION ONE: Title 1, Chapter 8, of the Sugar Grove Village Code is Hereby amended to include Remote Attendance at meeting:

**1-8-15: Rules and Procedures for Remote Attendance at Meetings**

**1-8-15-1: RULES STATEMENT:**

It is the decision of the Board of the Village of Sugar Grove that any member of the Village Board may attend any open or closed meeting of the Village of Sugar Grove via electronic means (such as by telephone, video or internet connection) provided that such attendance is in compliance with this chapter and any applicable laws.

**1-8-15-2: PREREQUISITES:**

A member of the Village Board may attend a meeting electronically if the member meets the following conditions:

- A. The member should notify the village clerk at least four (4) hours before the meeting, unless impractical, so that necessary communications equipment can be arranged. Inability to make the necessary technical arrangements will result in denial of a request for remote attendance.
- B. The member must assert one of the following three (3) reasons why he or she is unable to physically attend the meeting:
  1. The member cannot attend because of personal illness or disability; or
  2. The member cannot attend because of employment purposes or the business of the village; or

3. The member cannot attend because of a family or other emergency.
- C. A maximum of two (2) elected officials may attend a meeting or public hearing by telephone conference call or other electronic means provided a quorum of the board is physically present and following approval of the remote attendance by the board members. The elected official(s) who first makes the appropriate request shall be given first consideration;

**1-8-15-3: AUTHORIZATION TO PARTICIPATE:**

- A. The clerk, after receiving the electronic attendance request, shall inform the Village Board of the request for electronic attendance.
- B. After establishing that there is a quorum physically present at a meeting where a member of the Village Board desires to attend electronically, the presiding officer shall state that: 1) a notice was received by a member of the Village Board in accordance with this chapter, and 2) the member will be deemed authorized to attend the meeting electronically unless a motion objecting to the member's electronic attendance is made, seconded, and approved by two-thirds ( $\frac{2}{3}$ ) of the members of the Village Board physically present at the meeting. If no such motion is made and seconded or if any such motion fails to achieve the required vote by the members of the Village Board physically present at the meeting, then the request by the member to attend the meeting electronically shall be deemed approved by the Village Board and the presiding officer shall declare the requesting member present.

**1-8-15-4: ADEQUATE EQUIPMENT REQUIRED:**

The member participating electronically and other members of the Village Board must be able to communicate effectively, and members of the audience must be able to hear all communications at the meeting site. Before allowing electronic attendance at any meeting, the clerk's office shall provide equipment adequate to accomplish this objective at the meeting site.

**1-8-15-5: MINUTES:**

Any member attending electronically shall be considered an offsite attendee and counted as present electronically for that meeting if the member is allowed to attend. The meeting minutes shall also reflect and state specifically whether each member is physically present or present by electronic means.

**1-8-15-6: RIGHTS OF REMOTE MEMBER:**

A member permitted to attend electronically will be able to express his or her comments during the meeting and participate in the same capacity as those members physically present, subject to all general meeting guidelines and procedures previously adopted and adhered to. The member attending electronically shall be heard, considered, and counted as to any vote taken. Accordingly, the name of any member attending electronically shall be called during any vote taken, and his or her vote counted and recorded by the clerk and placed in the minutes for the corresponding meeting. A member attending electronically

may leave a meeting and return as in the case of any member, provided the member attending electronically shall announce his or her leaving and returning.

**1-8-15-7: EXECUTIVE SESSION.**

No member of a public body who is participating electronically in a public meeting shall be permitted to participate in any portion of the meeting which is closed to the public, including but not limited to executive sessions which are closed to the public under the applicable provisions of the Open Meetings Act, 5 ILCS 120/0.01, et. seq.

Notwithstanding the foregoing, the public body holding the meeting and conducting a closed or executive session may waive this prohibition by a unanimous vote of all members trustees physically present, including the head of such public body.

**1-8-15-8: APPLICABILITY:**

This chapter shall apply to Regular and Committee of the Whole meetings of the Village of the Village of Sugar Grove.

**1-8-15-9: TERMINATION OF PARTICIPATION:**

At any time, with or without cause, any member of the public body holding the meeting including the head of such public body may move to terminate any member's electronic participation or electronic listening to such public meeting, and such termination may be accomplished provided that a majority vote of the members physically present at the meeting authorize the same. Any such motions or votes shall be recorded in the minutes of the meeting, and actions taken to limit or terminate the electronic participation of any member to the meeting shall also be noted in the minutes of the meeting.

SECTION TWO: To the extent that this ordinance is in conflict with any presently existing ordinances or portions thereof enforced in the Village Of Sugar Grove as of the effective date hereof, such prior and conflicting ordinances or portions thereof are hereby repealed. The repeal of any ordinance by this Ordinance shall not affect any right accrued or liability incurred under such repealed ordinance to the effective date hereof.

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P. Sean Michels,  
President of the Village of Sugar Grove,  
Kane County, Illinois

	Aye	Nay	Absent
Trustee Bohler	_____	_____	_____
Trustee Geary	_____	_____	_____
Trustee Johnson	_____	_____	_____
Trustee Montalto	_____	_____	_____
Trustee Paluch	_____	_____	_____
Trustee Renk	_____	_____	_____

ATTEST: \_\_\_\_\_  
Village Clerk