



Minutes
Village of Glen Ellyn
Special Workshop Meeting
Monday, October 7, 2019
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room

A. Call to Order

Attendee Name	Title	Status	Arrived
Diane McGinley	Village President	Late	7:03 PM
Bill Enright	Village Trustee	Present	
Gary Fasules	Village Trustee	Present	
Craig R. Pryde	Village Trustee	Present	
Kelli E. Christiansen	Village Trustee	Late	7:10 PM
Steve Thompson	Village Trustee	Present	
Mark Senak	Village Trustee	Late	8:29 PM
John Chereskin	Village Clerk	Present	
Mark Franz	Village Manager	Present	
Greg Mathews	Village Attorney	Excused	
William Holmer	Assistant Village Manager	Present	
Christina Coyle	Finance Director	Present	
Julius Hansen	Public Works Director	Excused	
Staci Springer	Director	Present	
Phil Norton	Chief of Police	Present	
Kurt Vavra	Deputy Chief	Present	
Lori Thomas	Assistant Finance Director	Present	
Mark Binkerd	IT Manager	Present	
Justin Chiappetta	IT Manager	Present	
Megan Plahn	Communications Coordinator	Present	

B. Pledge of Allegiance

C. Roll Call

D. Audience Participation

1. Open:

Erica Nelson, from the League of Women Voters, congratulated the Village on its new website. Ms. Nelson stated at the September meeting of the League of Women votes, they heard presentations from three different organizations which have history and have had a positive impact on the Village. Ms. Nelson stated thanked the Village Board for their work on the budgets as this as tough and thanked Police Chief Norton and the Glen Ellyn Police Department for their support of the these organizations as well.

E. Five Year Forecast (Finance Director Coyle) (Discussion Only)

1. Finance Director Christina Coyle will present the Five Year Forecast for the General Fund.

Finance Director Coyle presented background on the Five Year Forecast and thanked

the Finance Commission who reviews this forecast annually. Finance Director Coyle thanked Finance Commissioners Chairman Matthew Halkyard and Finance Commissioner Jeremy VanEk for being at this budget meeting. Finance Director Coyle stated the Five Year Forecast is only done for the General Fund and is used to understand long-term financial trends in revenues and expenditures, to identify future imbalances/deficits and to identify potential areas where programs can be implemented now to avoid future deficits. Finance Director Coyle stated the Five Year Forecast is a tool to guide the Village in the Budget Process, and the goal is that annual budgets will balance. Finance Director Coyle stated the Village's revenues are forecast to grow slower than expenses, and the growth of key revenues, such as sales tax, home rule sales tax and income tax, has moderated.

Finance Director Coyle reviewed the composition of the General Fund Revenues in 2018. Finance Director Coyle stated sales tax has grown by an average of 1.47% per year over the past 10 years, and the preliminary 2020 Budget includes a 5.6% increase in sales tax. Finance Director Coyle stated sales tax is forecasted to grow at 2% in the Five Year Forecast. Finance Director Coyle stated home rule sales tax has grown by an average of 2.3% per year, and it is forecasted to grow at 2% in the Five Year Forecast. Finance Director Coyle stated income tax is more volatile than sales tax streams, and income tax has grown by an average of 1.89% per year over the past 10 years.

Finance Director Coyle stated the Village has adhered to the tax cap rules of CPI and new growth although the Village is not required to do this by its home rule status. Finance Director Coyle stated property tax has had an average increase of 3.28% over 10 years. Finance Director Coyle stated the preliminary 2020 Budget includes 1.9% CPI set by DuPage County and 0.9% for New Growth.

Finance Director Coyle reviewed the challenges in revenue streams, the composition of the General Fund expenditures, Personnel Expenditures and Health Insurance. Finance Director Coyle stated the Village has two pensions, the Police Pension Fund and the Illinois Municipal Retirement Fund (IMRF). Finance Director Coyle stated the Police Pension is 55.19% funded, and its contributions are projected to grow at 5%. Finance Director Coyle stated IMRF is 90.14% funded, and this is projected to grow at 2%.

Finance Director Coyle stated revenues are forecasted to grow at approximately 2% per year while expenditures grow at 4.7%. Finance Director Coyle reviewed the highlights of the General Fund Five Year Forecast and stated Personnel Costs comprise 65% of the General Fund expenditures. Finance Director Coyle stated the Village has little direct control over sales tax, home rule sales tax and income tax as these are directly impacted by the economy.

Pete Ladesic asked if new construction is factored into the budget with any building permits that have already been issued. Finance Director Coyle stated for the EAV growth for the property tax levy, the Village uses actual data and not an estimate. Mr. Ladesic asked if the Avere project has been factored in. Finance Director Coyle stated this project was not plugged in as these revenues will go to the TIF for many years first before hitting the General Fund.

RESULT:	DISCUSSION ONLY
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F. 2020 Budget Discussion (Finance Director Coyle) (Discussion Only)

1. Introduction

Finance Director Coyle stated the 2020 Budget can be divided into Capital and Operating, and the big percentage change in the Capital Budget is due to several large Capital projects coming in 2020. Finance Director Coyle stated all funds meet or exceed cash reserve policies, except for the Village Links/Reserve 22.

RESULT:	DISCUSSION ONLY
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2. General Fund

A. Summary

Finance Director Coyle stated the General Fund is balanced and meets its cash reserve policy of 30% of operating expenses.

B. Revenues

Finance Director Coyle stated the property tax levy includes new growth of 0.9% and CPI of 1.9%. Finance Director Coyle stated there are three new revenue streams: overweight truck permits, the College of DuPage license fee and a transfer from the Capital Projects Fund.

C. Community Development

Finance Director Coyle stated some of the changes to the Community Development Budget include reclassification of a full-time administrative assistant to part-time, a reduction in professional services planning, an addition of a full-time senior building inspector and an addition of a small overtime budget for peak times in the summer.

Trustee Enright asked if the Community Development Department is working at full capacity. Community Development Director Springer stated the full-time senior building inspector is not hired yet, but they hope to offer this position in the next week or two. Community Development Director Springer stated customers like that the Community Development Department is now on the first floor.

D. Administration

Finance Director Coyle stated 25% of the Executive Assistant salary will be in the Village Board and Clerk due to the amount of work done for this. President McGinley stated she would like to see some monies put aside each year to help with activities when representatives from the Village's sister city, Le Buscat, visit. Finance Director Coyle stated an additional merit pool is being added to cover all departments, and some line items were adjusted to right size due to historical experience.

Finance Director Coyle reviewed Facilities Maintenance and Information Technology. Finance Director Coyle stated they are going to budget to put MUNIS in the Cloud. IT Manager Binkerd stated they want to do this as a disaster-recovery measure, and it makes the village more sustainable. There was a discussion regarding possible updates to audio and video.

Finance Director Coyle reviewed Senior Services. Trustee Senak asked to have a discussion to possibly eliminate any Village fees for anyone over 70 and asked what the impact of this might be. Finance Director Coyle asked what scope they wanted to look at, and there currently are senior rates for refuse and Village stickers. President McGinley asked staff to provide data on how many cases have come before the Village with this issue, if any shutoffs have happened, etc.

Finance Director Coyle reviewed the History Park. President McGinley stated the Village pays for the History Center's utilities, and the Village Board should have continued discussions on this.

Trustee Fasules stated he would like to have discussions regarding the Village doing more grants for community organizations.

Finance Director Coyle reviewed Law and stated there are no notable changes. Trustee Enright asked if Attorney Mathews needs more help. Attorney Mathews stated he is good and will request more help when help is needed.

Finance Director Coyle reviewed Economic Development and stated the Economic Development Coordinator is now a full-time position. Finance Director Coyle stated incentive agreements now include Pete's Market. Finance Director Coyle stated \$10,000 was added to cover costs of the Frida Kahlo exhibit.

Finance Director Coyle reviewed the Police Department and stated they are budgeting to increase the sworn count to 40 and to allow an overhire by two officers. There was a discussion of the police candidate process, and the Village Board was fine with this increase in count. There was a discussion regarding forfeiture funds and what these funds can be used for. Finance Director Coyle reviewed the Police Department Capital items which are included in the General Fund.

RESULT:	DISCUSSION ONLY
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3. Debt Service Fund

This item will be discussed at a later Workshop Meeting.

4. Insurance Fund

This item will be discussed at a later Workshop Meeting.

5. Police Pension Fund

This item will be discussed at a later Workshop Meeting.

G. Other Items

Trustee Thompson asked if they should reschedule Thursday's Workshop as he and Trustee Enright will not be at this meeting. There was a discussion regarding the 2020 Draft Budget discussion schedule, and it was decided to leave the meetings as is.

- H. Motion to adjourn to Executive Session for discussion concerning collective negotiating matters or deliberations on salary schedules for one or more classes of employees pursuant to 5 ILCS 120/2 (C)(2) without returning to open session thereafter.**

1. Motion to Adjourn

RESULT:	APPROVED [6 TO 0]
MOVER:	Bill Enright, Village Trustee
SECONDER:	Mark Senak, Village Trustee
AYES:	Enright, Fasules, Pryde, Christiansen, Thompson, Senak
PRESENT:	McGinley

Respectfully Submitted, Debbie Solomon Recording Secretary

Reviewed and Approved, John A. Chereskin Village Clerk