Minutes
Village of Glen Ellyn
Finance Commission
Regular Meeting
Friday, February 14, 2020
7:00 AM
Glen Ellyn Civic Center, Room 306

## A. Call to Order

| Attendee Name | Title | Status |
|---|---|---|
| Lisa A Cleaver | Commissioner | Present |
| Jose G DeLeon | Commissioner | Present |
| Scott R Greeno | Commissioner | Present |
| Jeremy S VanEk | Commissioner | Absent |
| Christopher D. Oakes | Commissioner | Present |
| Lea Dan | Commissioner | Absent |
| Michael Campagna | Commissioner | Present |
| Brenton J. Peck | Commissioner | Absent |
| Matthew L Halkyard | Chairman | Present |
| Ben Harrington | Student Commissioner | Absent |

Also Present: Finance Director Coyle, Village Manager Franz, and Recording Secretary Haslett.

Chairman Halkyard called the meeting to order at 7:00 AM

## B. Public Comment (Non Agenda Items)

Resident Mark Brodeur stated the Scorecard is great, informative, and helpful. However, in certain respects it can be misleading to indicate that the Volunteer Fire Department is no cost to citizens. Chairman Halkyard noted the Scorecard discusses the benefit of the Volunteer Fire Department compared to a fully staffed department. There are significant benefits of the Volunteer Fire Department particularly on the pension side. The overall goal is to reflect the cost savings that the Village attains from the Volunteer Fire Department and the intention is not to reflect that there is no cost. Chairman Halkyard thanked Brodeur for his feedback.

## C. Approval of Minutes

1. Finance Commission - Regular Meeting - Jan 10, 2020 7:00 AM

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| **RESULT:** | **ACCEPTED [UNANIMOUS]** |
| **MOVER:** | Michael Campagna, Commissioner |
| **SECONDER:** | Christopher D. Oakes, Commissioner |
| **AYES:** | Cleaver, DeLeon, Greeno, Oakes, Campagna, Halkyard |
| **ABSENT:** | VanEk, Dan, Peck |

## D. Financial Reports

1. General Fund Update December 2019

Finance Director Coyle distributed the December 2019 General Fund report. Finance Director Coyle noted 2019 ended pretty well for the General Fund with a $949,031 surplus on a cash basis. The surplus was due to saving about 3% on expenses and revenues coming in about 3% higher than budgeted. The revenue increase was partially due to higher than anticipated income taxes, which were $320,493 higher than the estimated budget. Police and Forestry expenses were significantly below budget. Chairman Halkyard said it would be a good idea to redirect some of the surplus towards the police pension, given that a lot of the 2019 budget savings occurred in this department. Village Manager Franz said some of the surplus could also go towards capital projects so the Village can borrow less money.

2. Village Links/Reserve 22 - Manager's Report - November-December 2019 and Financial Statements – December 2019

Finance Director Coyle referenced the November-December 2019 Village Links and Reserve 22 financials included in the agenda packet. Reserve 22 experienced a positive gain for December with the buzz from the holiday pop-up bar. Overall revenues were up over 2018. The year-end combined operating profit was $579,361. The Village Links and Reserve 22 ended 2019 with a cash balance of $532,150, which is below policy level. Finance staff will be closely monitoring the Village Links and Reserve 22 cash levels. Staff is exploring options regarding the cash levels at the Village Links if another bad weather year is experienced.

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| **RESULT:** | **DISCUSSION ONLY** |

**E. Investment Report and Recommendation**

1. Cash and Investments Report, December 31, 2019

Finance Director Coyle referenced the year-end investment and cash balance report included in the agenda and noted the Village's portfolio is doing well.

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| **RESULT:** | **DISCUSSION ONLY** |

2. Motion to approve adding IPrime to the investment portfolio

Finance Director Coyle noted the Village currently works with PMA to invest in certificate of deposit investments to coincide with cash flow needs. PMA is phasing-out their liquid SDA/money market account at BMO Harris and switching to the IPrime platform. The PMA IPrime platform is a local government investment pool similar to the Illinois Funds and is AAA rated by Standard and Poor's. The IPrime investments are compliant with the Village's investment policy.

Finance Director Coyle said in meeting with PMA representatives they agreed to provide the Village with additional disclosures including a detail on the investment management fees. Chairman Halkyard noted in 2019 the PMA investments added about $250,000 in additional income to the Village's revenues.

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| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Christopher D. Oakes, Commissioner |
| **SECONDER:** | Michael Campagna, Commissioner |
| **AYES:** | Cleaver, DeLeon, Greeno, Oakes, Campagna, Halkyard |
| **ABSENT:** | VanEk, Dan, Peck |

**F. Scorecard Working Session**

Finance Director Coyle distributed the draft Scorecard and noted a final version of the Scorecard will be included in the next agenda. Finance Director Coyle detailed the changes included in the Scorecard based upon suggestions from the Finance Commission. The median family income graph was updated to include the national median income for 2018 as a benchmark. The sample DuPage County property tax bill now includes the property tax rate for District 89 residents. The assessed property types detail that condominiums are included in the residential property classification. The property taxes as a percentage of median family income now includes the national average for property taxes. A new chart was added detailing the estimated taxes paid on a residential home in Glen Ellyn over the past 10 years. A chart was added to show the different home rule and non-home rule taxes imposed by the peer communities. An explanation of the ISO rating scale was included.

The Finance Commission concurred that the Scorecard should include a future expense summary detailing future capital projects and their funding mechanisms. Chairman Halkyard suggested a graph detailing the winding down of some of the outstanding debt as well. Finance Director Coyle noted the Scorecard now includes a

detailed explanation of sworn and non-sworn Police staff. The Finance Commission recommended adding a comment below the debt table about how the Village Links and Reserve pay their own debt payments, so when these bond issuances mature, taxes will not be going down. Finance Director Coyle said another column will be added to the debt table detailing the revenue sources for the debt payments. Commissioner Cleaver suggested including a dollar bill graphic with the breakdown of the property tax bill so residents understand how much of their taxes go to towards schools, park district, village, county, etc.

The Finance Commission praised Finance Director Coyle's efforts on the update. Finance Director Coyle said the updated Scorecard provides more context and responds to many commonly asked questions.

**G. Trustee Liaison Report**

None.

**H. Chairman's Report**

None.

**I. Other Business**

1. Economic Development Update

Village Manager Franz briefed the Finance Commission on recent economic development activities.

2. Next Meeting: Friday, March 13, 7:00 AM

**J. Adjournment**

1. Motion to Adjourn

Commissioner Oakes moved and Commissioner Greeno seconded, to adjourn the meeting. The meeting was adjourned at 8:20AM.

**Submitted by Aileen Haslett, Recording Secretary**

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| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Christopher D. Oakes, Commissioner |
| **SECONDER:** | Scott R Greeno, Commissioner |
| **AYES:** | Cleaver, DeLeon, Greeno, Oakes, Campagna, Halkyard |
| **ABSENT:** | VanEk, Dan, Peck |