FINANCE COMMISSION
MINUTES
NOVEMBER 20, 2020

CALL TO ORDER:

Matthew L. Halkyard	Chairman	Present
Jeremy S. VanEk	Vice-Chairman	Present
Michael Campagna	Commissioner	Excused Absence
Lea Dan	Commissioner	Present
Lisa A. Cleaver	Commissioner	Excused Absence
Scott R. Greeno	Commissioner	Present
Christopher Oakes	Commissioner	Present
Jose DeLeon	Commissioner	Present
Brenton J. Peck	Commissioner	Present
Kevin VanEk	Student Commissioner	Present

Also, present: Trustee K. Christiansen, Village Manager Franz, Finance Director Finance Director Coyle, Assistant Finance Director Thomas, and Recording Secretary Haslett.

A. **Call To Order**

The meeting was called to order at 7:00AM.

B. **Public Comments**

None.

C. **Approval of Minutes**

1. Finance Commission - Regular Meeting – September 18, 2020 7:00 AM

MOVE TO APPROVE MINUTES OF FINANCE COMMISSION MEETINGS AS PRESENTED FROM 9/18/20.

RESULT	**Motion Unanimously Carried**
MOVER:	**Commissioner J. VanEk**
SECONDER:	**Commissioner DeLeon**
AYES:	**Dan, DeLeon, Greeno, Halkyard, J. VanEk, Oakes, and Peck**
ABSENT:	**Campagna and Cleaver**

D. **Financial Reports**

1. General Fund Financial Report – October 2020

Finance Director Coyle noted sales taxes were actually up over the prior year, but are still expected to be below budget at year-end. The Village experienced some good months before Covid-19 and some good months in the summer, which helped this revenue source. Home rule sales taxes not doing quite as well, because this tax does not apply to groceries. Income taxes dipped at the beginning of the pandemic, but are now doing well and are expected to be above budget. Use taxes, which represent internet sales taxes, are driving the Other Tax category over the prior year and above budget. Finance Director Coyle noted business registration fees are down because the Village Board waived the fees for this year as an way that the Village could help businesses during the pandemic. Liquor license fees are also down because the Village prorated the first quarter of the liquor license renewal. Building permits are up because of Avere and Apex. Police fines and adjudication fees are down due to the pandemic. With lower interest rates, investment income is down as well.

Finance Director Coyle went on to discusses expenses through October. All of the direct Covid-19 expenses are being recorded in the Village Manager's Office budget. Finance Director Coyle went on to discuss some of the variances between the current year expenses and last year's actual. The General Fund's net surplus on October 31, 2020 is $361,706. Also, through October, expenses are below the 2020 budget.

Financials are trending better than the original Covid-19 estimates. Commissioner J. VanEk said definitely there have been ups and downs, but overall, this is good news. Commissioner J. VanEk inquired about the 2021 budget. Finance Director Coyle replied the Village Board is set to approve the budget on December 14, 2020. The Village received about $1.4 million in CARES funding from DuPage County, which will boost the City's financials over the two (2) pandemic years (2020 & 2021). Finance Director Coyle estimated reserves totaling $800,000 will be used over 2020 and 2021 to fill the gap caused by the pandemic. Finance Director Coyle projected the General Fund will end with a $1 million surplus in 2020, and end 2021 with a $1.8 million deficit. VanEk asked if the Finance Commission could discuss the 2021 budget at the next budget. Finance Director Coyle said a budget update will be provided at the next meeting.

2. <u>Village Links/Reserve 22 Financial Statements – September 2020</u>
3. <u>Village Links/Reserve 22 Financial Statements – October 2020</u>

These two (2) items were discussed together.

Finance Director Coyle noted the fall weather has really cooperated for an extended season of golf. The great season of golf has really driven the Village Links net income upwards. The Reserve 22 patio has been booming and kept that portion of the restaurant very busy. Reserve 22 has not had a normal year because of the decline in banquets and in-door dining. The Village Links cash reserves have improved over last year and surpassed the 2019 amount. Cash reserves are estimated to be just below $1 million at the end of the year. Year-to-date October golf revenues were up 15%, while Reserve 22 was down 21%. Staff has done a really good job at lowering operating expenses, which were down 11%. Golf lessons were up $14,289 over the prior year and the hope is this will foster more interest in golfing. Commissioner Greeno inquired about the line of credit for the Village Links. Finance Director Coyle replied this was never used.

E. **Trustee Liaison Report**

Trustee Christiansen updated the Finance Commission on recent Village Board activities.

F. **Chairman's Report**

Chairman Halkyard encouraged everyone to review the Village's Comprehensive Plan.

G. **Other Business**

1. Property Tax Levy Policy

   Finance Director Coyle noted she would like the Finance Commission to provide a policy recommendation on how the property tax levy is developed. Finance Director Coyle explained historically the Village has adopted the levy as if they were a non home-rule municipality, and only increased the levy by the consumer price index and new growth. Finance Director Coyle said she is looking for feedback from this group on how the property tax levy should be calculated in the future and then provide a recommendation to the Village Board. Chairman Halkyard asked if there could be some bullet points on this for the next meeting.

2. Economic Development Update

   Village Manager Franz provided the Economic Development update.

3. Next Meeting Friday, December 11, 2020, 7:00AM

H. **Adjournment**

1. Motion to Adjourn

Commissioner Peck moved and Commissioner J. VanEk seconded, to adjourn the meeting. The meeting was adjourned at 7:50AM.

Submitted by Aileen Haslett, Recording Secretary