

**FINANCE COMMISSION
MINUTES
DECEMBER 11, 2020**

CALL TO ORDER:

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

Also, present: 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 – November 20, 2020 7:00 AM

Finance Director Coyle noted Student Commissioner Kevin VanEk is a non-voting member and the minutes will be corrected to reflect this.

MOVE TO APPROVE MINUTES OF FINANCE COMMISSION MEETINGS AS AMENDED FROM 11/20/20.

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

D. Financial Reports

1. Village Links/Reserve 22 Financial Statements – September 2020
2. Village Links/Reserve 22 Manager's Report and Financial Statements – October 2020

Finance Director Coyle referenced the October 2020 Manager's report included in the agenda packet and noted the October 2020 financials were discussed at the last meeting.

E. Budget Update

1. Finance Director Coyle will update the Commission on the 2021 budget.

Finance Director Coyle stated the Village Board approval of the budget will be on Monday, December 14, 2020. The draft budget has been available online and at the Glen Ellyn Public Library. Finance Director Coyle went on to discuss some of the changes from the 2021 draft budget to the final budget being presented on December 14, 2020. There will be an increase for the Glen Ellyn Youth and Family Services from \$35,000 to \$85,000. The only new position in the 2021 budget is for a Civil Engineer and this will be funded through the Capital Projects Fund. This position is needed because there are multiple capital projects and developments taking place that require engineering services. Finance Director Coyle noted three (3) positions have been frozen in the upcoming budget saving approximately \$250,000. An additional \$25,000 was placed in the Capital Projects Fund for work at Panfish Park. A \$50,000 light controller was added for the Park/Sheehan intersection. An additional \$50,000 was added for Office and \$50,000 for network equipment in the IT department.

Finance Director Coyle noted the 2020 levy included the CPI and new growth, representing a 3% increase from the prior year tax levy. Finance Director Coyle explained that an abatement was also included in the tax levy calculation, such that the increase is the levy is limited only to a small portion of new growth. The net effect on existing property owners will be same tax bill or possibly a decrease from last year. Village Manager Franz noted the Village comprises about 6% of the total tax bill.

The capital budget was reduced by \$250,000 because the Village Links will be leasing golf carts instead of purchasing them, which will improve cash flow. The golf cart purchase will be leveraged over four (4) years. Also, there were minor adjustments made to the budget, resulting in a decrease of \$220,025 in expenses from the draft budget. Overall, the 2021 budget is a maintenance budget with no increases to water and sewer rates. The budget has a 2.5% increase in operational costs, however once you remove the COVID-19 expenses, the budget has a 1.3% increase from the prior year.

Commissioner VanEk summarized the 2021 budget as hold the line on expenses, conservative revenue estimates, thereby balancing the budget so we can take it easy on property taxpayers. Finance Director Coyle projected a General Fund surplus of \$1,037,210 for the current year, which will carry the Village through 2021. The 2021 budget has a projected deficit of \$1,904,467.

Commissioner Oakes inquired about the status of any future local government stimulus programs. Village Manager Franz responded there were some discussions about four (4) to five (5) months ago, but it looks like the Village cannot anticipate additional federal assistance at this time. Commissioner VanEk inquired about the \$700,000 year-over-year

variance in the Police Department. Finance Director Coyle replied this variance is due to a higher police actuarial contribution, increased training costs, and monies for a Police Department staffing study. Village Manager Franz added overtime costs increased due to shift coverage needs resulting from possible employee COVID-19 quarantines.

Village Manager Franz discussed some of the key capital improvements included in the 2021 budget. The new parking garage should be completed by May 1, 2021. The phase one (1) of the streetscape project will begin next year. Currently, the Village is engaging local businesses for their input regarding this program.

F. Trustee Liaison Report

Village Manager Franz updated the Finance Commission on recent Village Board activities.

G. Chairman's Report

Chairman Halkyard said he along with Commissioner VanEk would likely meet with the new Village President next year after this transition takes place.

H. Other Business

1. Economic Development Update

Village Manager Franz provided the Economic Development update.

2. Next Meeting Friday, January 15, 2020, 7:00AM

I. Adjournment

1. Motion to Adjourn

Commissioner Dan moved and Commissioner Cleaver seconded, to adjourn the meeting. The meeting was adjourned at 7:40AM.

Submitted by Aileen Haslett, Recording Secretary