Minutes
Village of Glen Ellyn
Village Board Special Workshop
October 25, 2021
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room

Board or Commission:	Village Board	**Date:**	October 25, 2021
Meeting:	Special	**Called to Order:**	7:00 p.m.
Quorum:	Yes	**Adjourned:**	8:20 p.m.

MEMBER ATTENDANCE:

Mark Senak	President	Present
Kelli Christiansen	Trustee	Present
Gary Fasules	Trustee	Present
Anne Gould	Trustee	Present
Kelley Kalinich	Trustee	Present
Bill Payne	Trustee	Present
Steve Thompson	Trustee	Present

Also Present:

Greg Mathews	Village Attorney
Mark Franz	Village Manager
Stacey Springer	Director of Community Development
Emily Rodman	Assistant Village Manager
Christina Coyle	Director of Finance
Phil Norton	Chief of Police
Jeff Vesevick	Reserve 22
Public:	

A. CALL TO ORDER/ROLL CALL

The October 25, 2021 Special Meeting of the Village Board was called to order by President Senak at 7:00 PM at the Glen Ellyn Civic Center, Galligan Board Room. President Senak asked for a motion to allow Trustee Payne remote participation via zoom.

B. PLEDGE OF ALLEGIANCE

C. AUDIENCE PARTICIPATION – None

D. 2022 Budget

1. Budget Overview – Finance Director Coyle stated that they kicked off the 2022 budget process and outlined that she would present a high-level overview of the budget and after the budget review; as well as the Village Links/Reserve 22 budget, following by questions and answers. She stated that she will also outline the General Fund, other government fund, insurance fund, Police Pension fund and the facilities maintenance reserve fund and at the next meeting, everything public works and fire and a capital program wrap up.

All these workshops are to move forward to the culmination of the public hearing and adoption of the budget. The public hearing is scheduled for Monday November 8, 2021 and adoption is scheduled for Monday November 13, 2021 at the regular Board meeting.
The budget includes 18 funds of the village, separate and distinct. Money cannot be moved between the funds. This year the Village has a new fund American Rescue Fund. The Operating budget is general services we provide to the public. She described that the Capital and Debt budget are everything we are building (roads, water infrastructure, and the building of parking lots) and that the Operating budget in 2022 is going up 3.7 million or 9.2% and the Capital budget is going up 3.5 million or 15%. Total draft budget is going up 7.3 million or 11.3%. Operating budget is 62% of budget – 2021 was a depressed budget, a Covid budget. She emphasized that during that time we reduced everything that they could, and now the Village in 2022 was starting from behind. There are several one-time projects: the Roosevelt Road consultant, compensation study, American rescue dollars and the in-car dash camera for the police department.

Personnel – the Village has seen effects of the Great Resignation and an employee focused driven market. This is creating wage pressure. The Village also conducted a police staffing study – and financial impact of staffing study showed a $530,000 increase in payroll. The Village also added an HR position, and some additional maintenance positions. Community development added a permit clerk and a fire property inspector. Public works is adding a forester and mechanic. The budget includes merit-based raises and a 2% increase in health insurance.

The Village lost a million in revenue during COVID 2021 but is seeing a rebound.

One of the funds still impacted from COVID is Parking and Commuter parking. The Duane and Lorraine lot used to collect $90,000 a year, it is now at $6,000. We look to reduce commuter permit fees. In 2022 the parking fund will still have major impact from a revenue loss.

President Senak thanked Finance Director Coyle for the overview. He stated that when he looks, he realizes how lucky the Village is as a community, with residents who support the budget due to property taxes. He offered credit to the prior Board, which created a legacy of fiscal responsibility and noted the large amount of work staff put into this budget. He said also that the Board could not do this without the help/efforts of other staff members within the Village and took the opportunity to thank staff. He then noted that the Village has limited resources and must prioritize and that in order to balance the budget, the Village relies on ARAP funding. Absent of those expenditures, President Senak noted that the Village will have to increase property taxes or cut municipal services and called upon the Board to scrutinize and cut where needed and then sought any possible questions of the Board.

Trustee Christiansen stated that she was concerned about deficit spending and that the Village cannot do everything wanted.

Trustee Thompson stated that there was a bright spot - that revenues are growing and that there is a difference between spending and investing. There are things in the Village that need to be done and funds should spend where needed.

Trustee Kalinich stated that it was mentioned that parking permits were increasing and would like to see an estimate of permits.

Finance Director Coyle responded that the Village reduced permit rates by 25% because they were not using the lot full time and recommends the same for 2022.

President Senak stated the Village has placed 41 job ads. He asked the 5-year annual average and whether the Village was competitive in wages and whether that impacted turnover? Finance Director Coyle stated people are leaving for all sorts of reasons and it is creating churn for all.

President Senak asked regarding HR function; as it is also utilized by Glenbard Wastewater Authority and Village links, do they contribute to the cost of HR function? Finance Director Coyle responded yes, for a portion, not dollar for dollar. Trustee Thompson added that Reserve 22 also does some things for the Village that we do not pay for either, for example Stormwater.

Finance Director Coyle asked the Village Board to review the budget list given and focus on that in preparation for the next Board meeting.

2. Village Links/Reserve 22 – Budget Section 5-25 – Jeff Vesevick reported that the budget is in accordance with their mission to provide an outstanding recreational golf and dining experience for the Glen Ellyn community as well as providing storm water protection at no cost to the taxpayer. He noted that this requires the Links to be profitable, to maintain and preserve and that the mission statement is the basis of all budget decisions. He iterated that the Links' operational performance and profitability allows them to make their debt payments and fund their capital improvements. Since Reserve 22 was added in 2014, they have never hit their budget mainly because this business is so weather dependent, in golf and food and beverage. During Covid, golf revenues went up, primarily because it was seen as a safe activity. He also noted that if they do not get the revenue, expenses tend to go down. Seasonal help is sent home if it is raining and rounds of golf are not played.

Their goal is to have our revenues and expenses go up and down together. In 2017, 2018 & 2019 our operating budget suffered due to poor weather. They estimate for next years' budget a 10% decrease, as Covid will decrease and people will get back to their lives. User fee increases and the minimum wage increase which goes up each year by 8-10% as well as the raises for the other employees affect expenses. General Manager Vesevick also predicted banquets will return.

He also noted the need to replace golf carts, which they do every 4 years. He planned to lease to own in this year. He noted that golf course maintenance workers are difficult to find and demand a higher wage. Currently he is working at 60% of what is needed. He noted that Reserve 22 is similar with wage pressure. Cash reserves came back in 2021 and it is expected to be positive and we will be in a good position. The cash reserve policy is to maintain 25% of our operating expenses. And, for their capital improvements plan there is a schedule of equipment that needs to be replaced in order to maintain the property.

Trustee Thompson asked General Manager Vesevick to review the menu and banquet pricing philosophy.

Vesevick stated that one of the great things of Covid was the elimination of paper menus. With this new flexibility, they can redo menus daily and adjust pricing based on increases received. He stated that their banquet business has grown to be one of the most sought-after venues in the area. He complimented his Banquet Manager Amy. He stated that their goal is not to be the cheapest, but affordable. They adjust prices tracking with competitors.

Trustee Gould asked that with golf being popular, were there any ideas for land use in the off months?

General Manager Vesevick stated that they have considered putting up an ice rink or cross-country skiing, and a Christmas lightshow like the Arboretum, but the Board at the time did not want to do that.

President Senak asked for PowerPoint presentations in advance so the board can review ahead of time.

President Senak asked the Board if they would consider having the restaurant run by another entity instead of the Village.

Trustee Christiansen stated that they see a lot of turnover in the restaurant business and the Links could potentially lose its customer base.

Trustee Thompson stated that Reserve 22 it is a great amenity of the Village. - a crown jewel of Glen Ellyn, drawing people from outside the Village, and is an excellent value to residents. He did not think it would be worth it in the long run.

President Senak stated that he would keep in mind the $109,000 pension liability for 2022.

Trustee Payne stated that he thinks the two are intertwined (golf course & restaurant) and would be concerned if it was mismanaged.

Trustee Gould stated that the restaurant offers opportunities for revenue and that the whole experience is intertwined.

Trustee Fasules stated that it might be worth exploring – Trustees are not experts at being a restauranteur and at golf.

General Manager Vesevick added that they have considered leasing the restaurant stating that he could go over pluses and minuses, but in the end, it was decided that it would not be recommended to lease the restaurant out because the minuses outweighed the pluses.

E. Adjournment - Trustee Thompson motioned to Adjourn to the Village Board workshop and Trustee Gould seconded the motion. The meeting adjourned at 8:20 p.m.

RESULT: UNANIMOUS APPROVAL (6-0)

MOVER: Steve Thompson, Trustee

SECONDER: Anne Gould, Trustee

AYES: Thompson, Kalinich, Christiansen, Fasules, Gould, Payne

Submitted by Elisa Pollina, Recording Secretary

Reviewed by Penni Cannova Staff Liaison