FINANCE COMMISSION MEETING
MINUTES
MAY 12, 2023

A. **Call To Order**
The May 12, 2023 Finance Commission meeting was called to order at 7:00AM. by Chairperson VanEk at 535 Duane Street, in Glen Ellyn, Illinois.

B. **Roll Call**

Jeremy S. VanEk	Chair	Present
Anne Arnold	Commissioner	Present
Lea Dan	Commissioner	Excused Absence
Jose De Leon	Commissioner	Excused Absence
Christopher Goodman	Commissioner	Present
Mike Graham	Commissioner	Present
Scott R. Greeno	Commissioner	Excused Absence
Brian Niksa	Commissioner	Present
Christopher Oakes	Commissioner	Present
Camille White	Student Commissioner	Excused Absence

Also present: Trustee Christiansen, Village Manager Mark Franz, Finance Director Larry Noller, and Assistant Finance Director Patrick Brankin.

C. **Public Comment**
None.

D. **Approval of Minutes**
1) Minutes – April 14, 2023

MOVE TO APPROVE THE MINUTES OF THE FINANCE COMMISSION MEETING AS PRESENTED FROM 4/14/2023.

RESULT	**Motion Unanimously Carried**
MOVER:	**Commissioner Oakes**
SECONDER:	**Commissioner Goodman**
AYES:	**Commissioners Arnold, Goodman, Graham, Niska, Oakes, and VanEk**
ABSENT:	**Commissioners Dan, De Leon, and Greeno**

E. **Financial Reports**
1. First Quarter Financial Report
Finance Director Noller said the report covers the period of January 1 through March 31, 2023. Revenues exceeded the prior year actuals by $638,160, due to higher building permit revenue and interest income. Core revenues are 3% greater than last year and 5% above budget. Expenditures are below budget because of the hotel purchase last year. The fund balance is doing well. Sales and home rule sales taxes are performing well and the Village is beginning to see a slight decline in the income tax. Staff will monitor this closely. Overall expenditures are 11% below budget, largely due to vacancies in the Police Department. Food and Beverage tax is doing well and is performing better than prior years. Water and sewer revenues are trending lower than normal, due to the cool and wet spring. The Police Pension consolidated fund is doing better this year than last year.

Finance Director Noller went on to discuss the Village Links and Reserve 22 First Quarter report prepared by General Manager Jeff Vesevick. Reserve 22 is up 33% and banquets are up 102%, while golf is up 7% year on year. The Village Links has strong reserves on hand, but a little bit below policy levels. One of the primary challenges is labor costs. The Village Links is experiencing a strong year for 2023. Village Manager Franz noted in the 54 years that the Village Links has been in operation they have not had to use any tax dollars to support the operation. Village Manager Franz added the Village Links is going through the Master Plan process right now.

F. **Long Term Forecasts**

1. <u>Village Funds Overview</u>

Finance Director Noller discussed the various Village funds and noted future projects that could impact long-term forecasts. The Fire Services Fund has built up a reserve of $5M, but there are many future expenditures that are needed for capital and fire station improvements. Village Manager Franz noted the Fire and EMS facility study findings will be discussed at the May 15, 2023 Village Board workshop. A long-term forecast is updated each year for the Capital Projects Fund. The Corporate Reserve Fund is used for one-time projects, most recently this fund was used for the Roosevelt Road hotel purchase. This year the Corporate Reserve Fund will be used for the purchase of the community development software, a community survey, and a housing study. The Water & Sewer Fund forecast was recently updated and staff will continue to update this using the model created by NewGen Strategies. A revenue and expenditure forecast will be needed for the Parking Fund. The Parking Fund revenues decreased during the pandemic. However, many lease holders continue to pay the annual leasing fee. Some towns have moved away from quarterly and annual parking leases and switched to electronic forms of pay, such as pay and display. Finance Director Noller said he isn't sure this is the direction the Village should go, given the strong revenues received from annual lease holders. Chair VanEk said he would like the Finance Commission to discuss the fund forecasts for Motor Fuel Tax, Fire & EMS, Village Links, and Parking. Commissioner Arnold suggested discussing the forecast for the Facilities Maintenance Reserve Fund. Chair VanEk said the forecast discussions will be scheduled for upcoming meetings.

G. **Scorecard**

1. <u>Scorecard Planning</u>

Chair VanEk referenced the 2020 Scorecard included in the agenda packet. Chair VanEk would like to refine the report so it is more focused on answering key questions that residents ask. Finance Director Noller said today's discussion made him think of the GFOA's Popular Annual Financial Report, which is a summary of the annual audit. Finance Director Noller said it might be helpful to gather more information on this reporting model and share this will the Finance Commission. Chair VanEk suggested the next scorecard include metrics regarding how high are property taxes, property taxes as a percentage of the home value, are the property values in Glen Ellyn growing, is the money being used well, and where does the money come from. Commissioner Oakes suggested highlighting how much is spent on public safety.

H. **Staff Report**

Finance Director Noller said the Village Board recently discussed the Water and Sewer Rate structure changes recommended by the Finance Commission. The Village Board decided to proceed with the recommendation, and this will be considered for approval at an upcoming meeting. Finance Director

Noller said the resident communication phase will follow. Chair VanEk said the Village Board was very complimentary of the analysis conducted.

I. **Chairperson's Report**
Chair VanEk said Commissioner Oakes, Commissioner De Leon, and Commissioner Greeno will be rolling off in July. Chair VanEk thanked them for their service. Chair VanEk said interviews for the Finance Commission vacancies will take place in May.

J. **Trustee Liaison's Report**
Trustee Christiansen updated the Finance Commission on recent Village Board activities.

K. **Other Business**
None.

L. **Reminders**
1) Next Meeting: Friday, June 9, 2023 at 7:00AM

M. **Adjourn**

Commissioner Goodman moved and Commissioner Arnold seconded, to adjourn the meeting. The meeting was adjourned at 8:23AM.

Submitted by Aileen Haslett, Recording Secretary