# Agenda
# Village of Glen Ellyn
## Special Village Board Workshop
## Monday, August 12, 2024
## 7:00 PM
## Glen Ellyn Civic Center, Room 301

*Meeting Procedures Statement*

*Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda at the meeting or online at www.glenellyn.org prior to the meeting. Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact The Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.*

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Audience Participation

1) Open:

Members of the public are welcome to speak about any item not specifically listed on tonight's agenda for up to (3) three minutes. For those items which are on tonight's agenda, the public will have the opportunity to provide public comment at the time the item is discussed. In either case, please complete the "Audience Participation Form" and turn it in to the Village Clerk. It is requested that, if possible, one spokesperson for a group be appointed to present the views of the entire group. Speakers who are recognized are requested to step to the lectern and state their name, their topic and the group, if any, they represent prior to addressing the Village Board. Individuals wishing to address the Board shall exercise proper decorum and respect for the proceedings and the business of the Village Board, and shall refrain from abusive demeanor and language. The practice of ceding time to other speakers is prohibited, except in the discretion of the presiding officer of the meeting. Public officials are not obligated to respond to questions.

E. Midyear Financial Report

1) Presentation of the Midyear Financial Report for 2024

F. CY2024 Budget Kickoff

1) Discuss revenue projections & budget challenges in preparation for the CY24 budget

G. Reminders

1) Village Board Meeting 08/26/2024 at 7:00 pm, Galligan Board Room

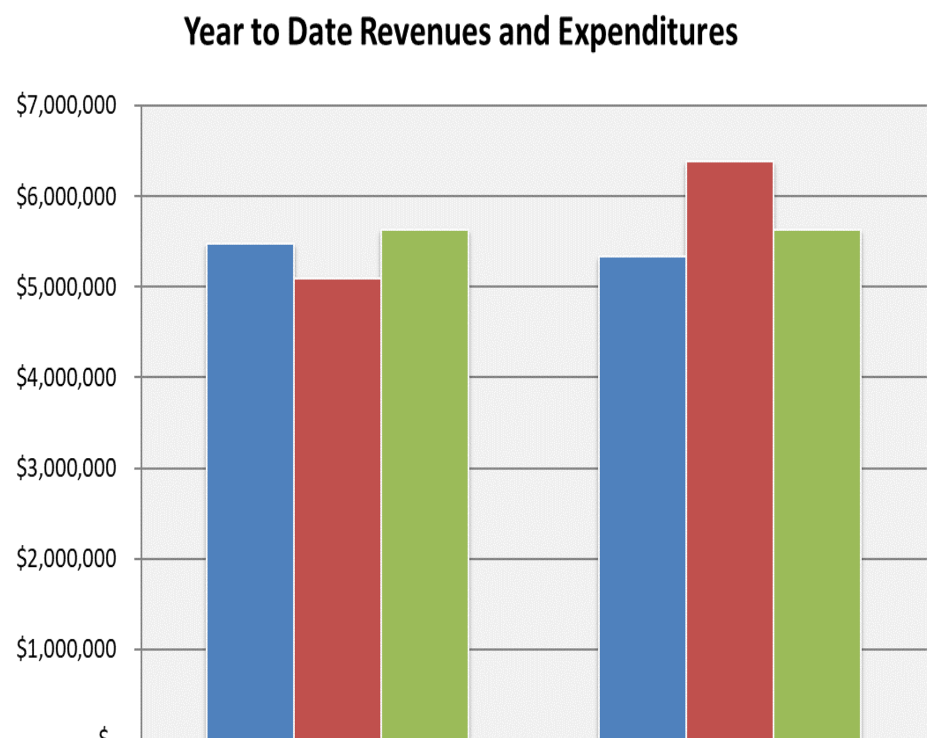
H. Adjourn

# Mid Year 2024
# Financial Report

## ABOUT THIS REPORT

- January 1, 2024 to June 30, 2024
- Preliminary and Unaudited
- Budget basis (cash basis)

# General Fund

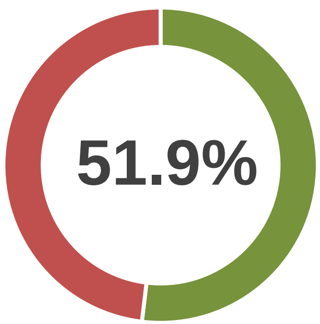



| | Revenues, year to date | Expenditures, year to date |
|---|---|---|
| Last year | 5,477,613 | 5,339,158 |
| Budget | 5,097,158 | 6,387,459 |
| Current year | 5,630,350 | 5,632,810 |

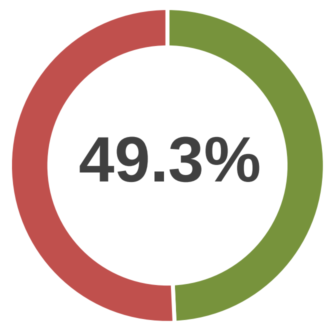
- Revenues are greater than prior year by $443,000, or 3%
- Revenues exceed FY24 YTD budget by $467,000 or 3%. This is primarily due to strength in the licenses & permits category
- Expenditures are greater than prior year by $765,000, or 7%
- Expenditures are less than FY24 YTD budget by $1,138,000 or 9%. This is primarily traced to the Police Department, EMS, and PW Streets & Forestry divisions

# General Fund Core Revenues as % of Budget

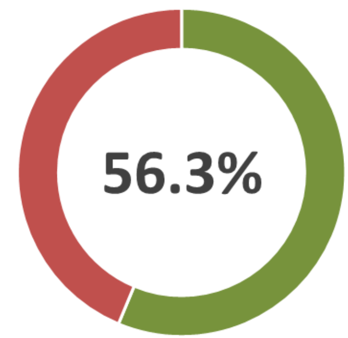
Sales Tax




HR Sales Tax

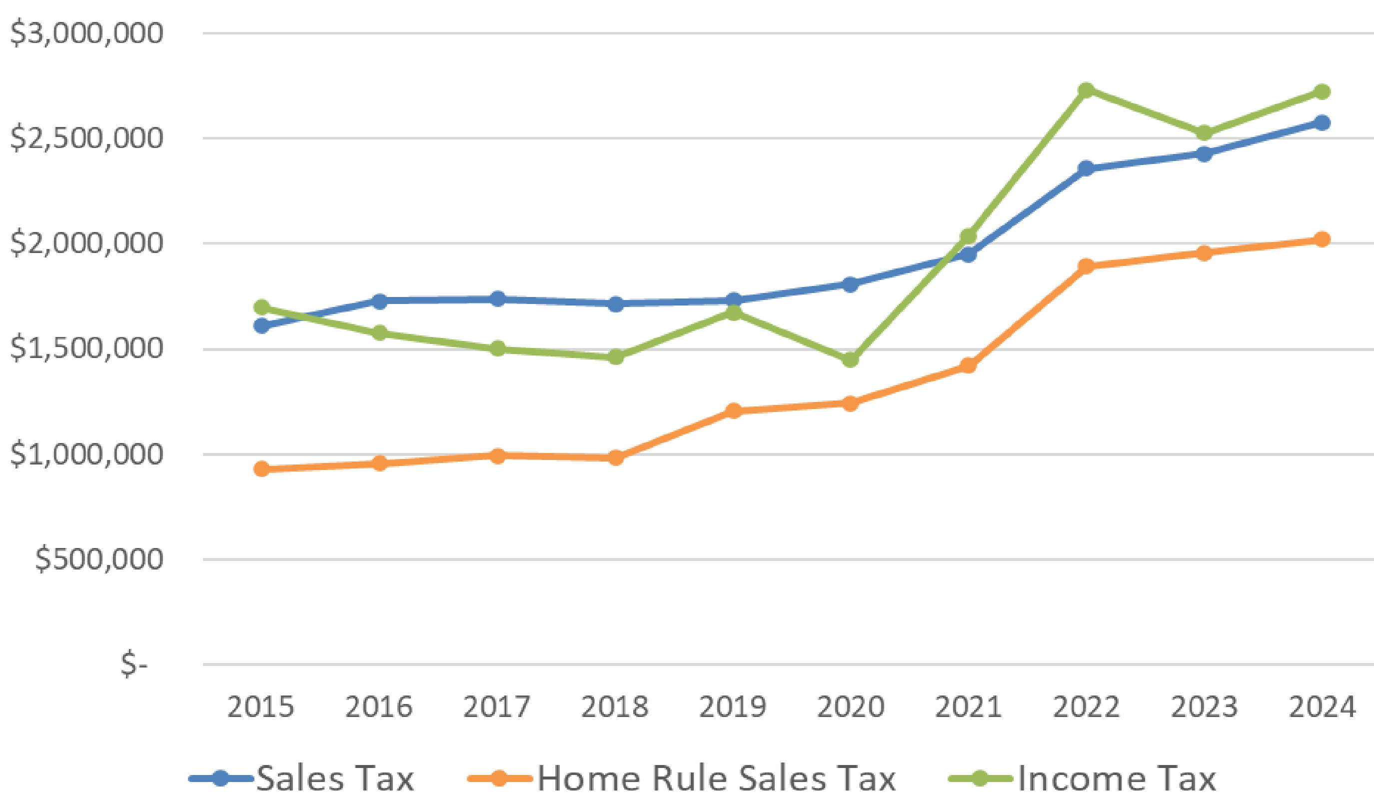



Income Tax



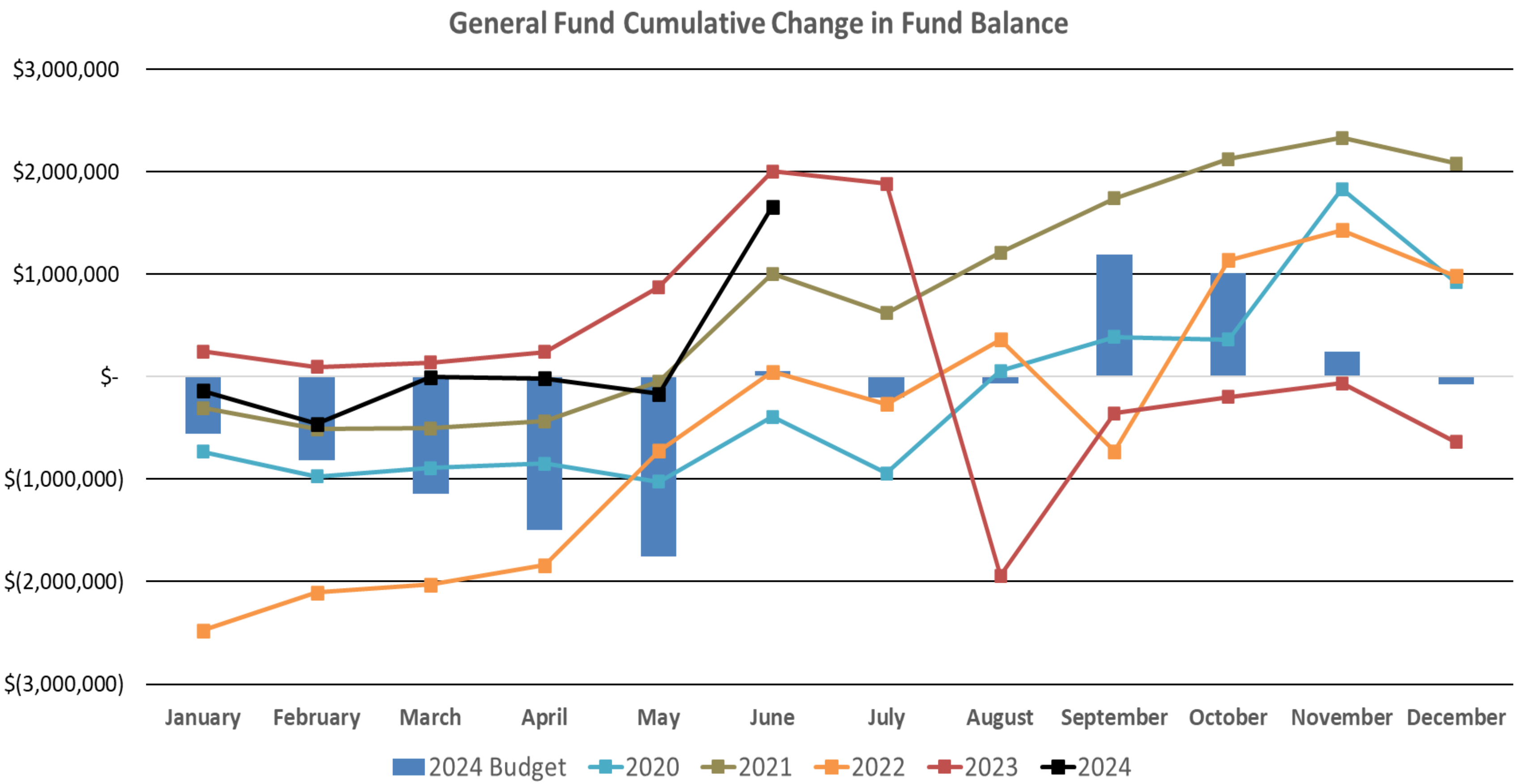

| Sales Tax | HR Sales Tax | Income Tax |
|---|---|---|
| Target 49.5% | Target 48.8% | Target 57.0% |

# YTD Core Revenues



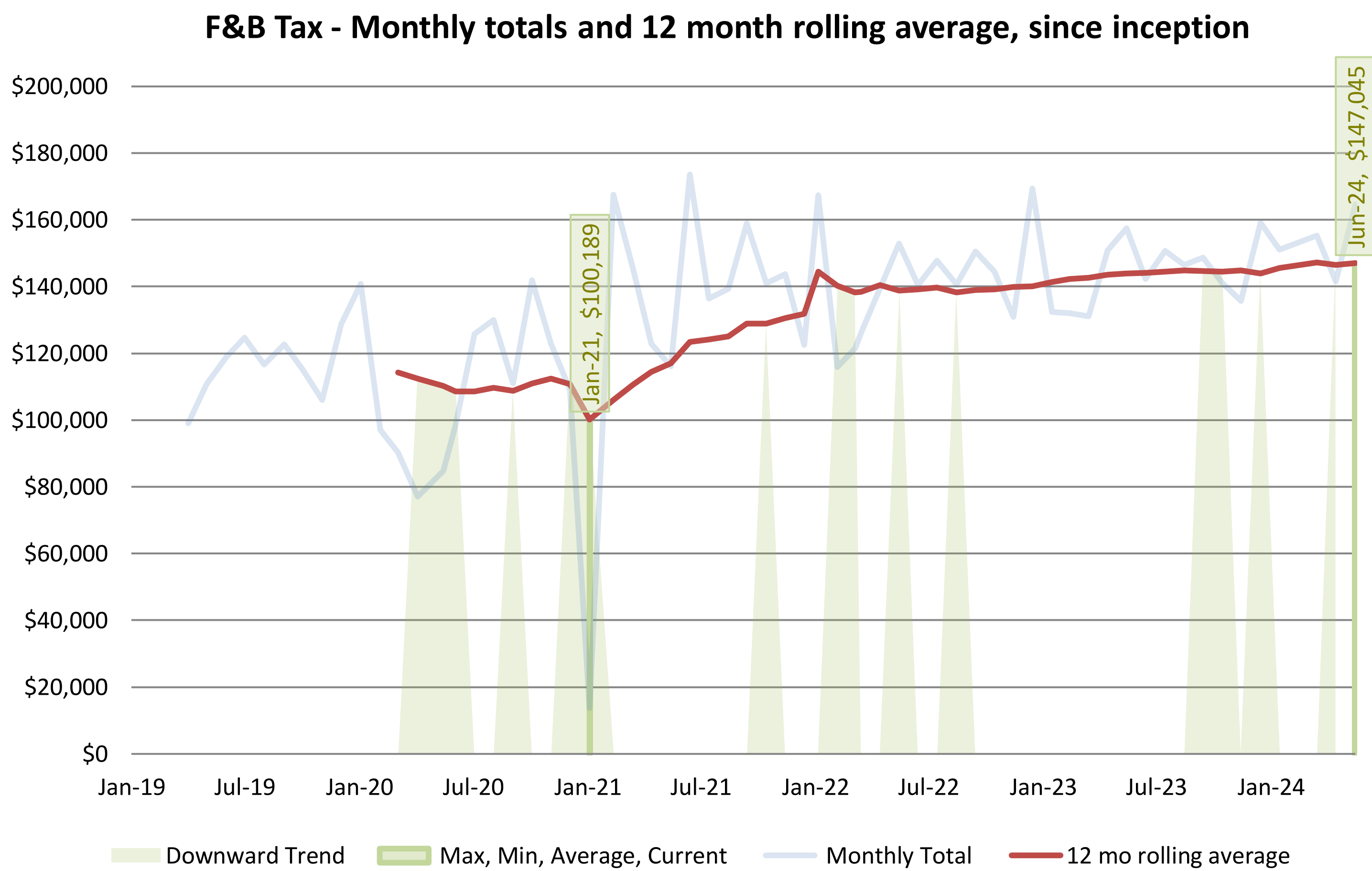
## General Fund Expenditure Trends – From Budget

- YTD expenditures are 7% above FY23
- YTD expenditures are 9% below FY24 budget -
  - Police– Timing of capital outlay
  - Community Development - vacancies
  - EMS – timing issue with multiple invoices paid in July
  - PW Streets & Forestry – limited snow & ice control, timing of capital expenditures, and tree trimming


General Fund Cumulative Change in Fund Balance
$3,000,000
$2,000,000
$1,000,000
$-
$(1,000,000)
$(2,000,000)
$(3,000,000)
January
February
March
April
May
June
July
August
September
October
November
December
2024 Budget
2020
2021
2022
2023
2024

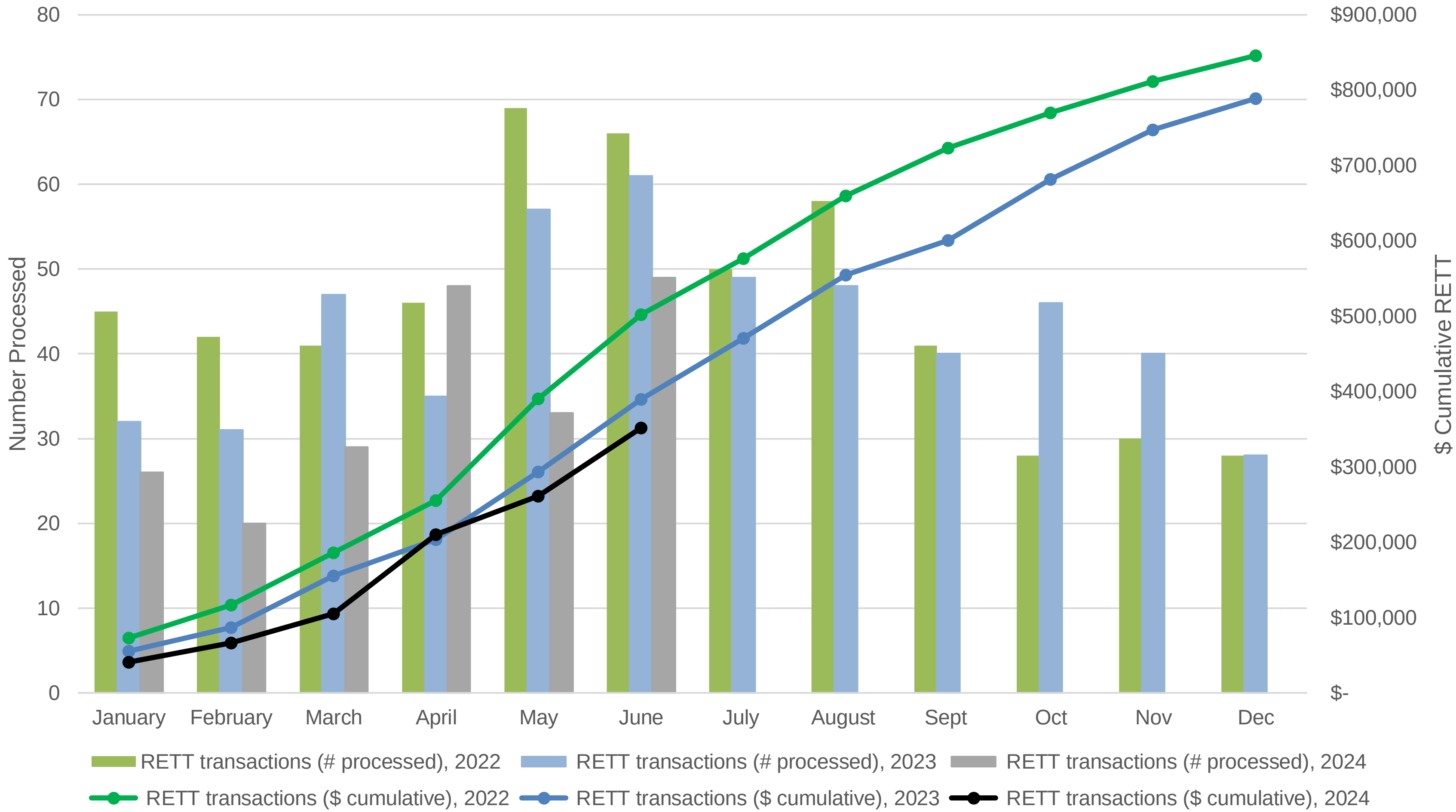
VILLAGE OF Glen Ellyn ILLINOIS

# Capital Projects Fund



VILLAGE OF Glen Ellyn ILLINOIS

# Capital Projects Fund - Real Estate Transfer Tax



# Other Funds

## Water and Sewer Fund -

- Fee revenue is 45% of budget YTD; last year at this time fee revenue was at 49% of budget. Expenses are 34% of budget; last year at this time they were at 36% of budget.

## Parking Fund –

- Fee revenue is trailing budget, Expenses are performing as expected.

## Residential Solid Waste Fund –

- Both revenues and expenses are trending at ~50% of budget YTD.

## Village Links -

- See the Links Financial Statements

# Cash Reserves

| Fund | Available Cash | | Minimum Policy | | Above/(Below) Policy | |
|---|---|---|---|---|---|---|
| General | $ | 14,398,718 | $ | 7,560,285 | $ | 6,838,432 |
| Water & Sewer | $ | 11,734,246 | $ | 2,631,290 | $ | 9,102,956 |
| Parking | $ | 1,958,121 | $ | 115,196 | $ | 1,842,925 |
| Solid Waste | $ | 493,243 | $ | 492,163 | $ | 1,080 |
| Village Links | $ | 1,675,091 | $ | 1,715,462 | $ | (40,371) |

## Police Pension Fund

- Illinois Police Officers' Pension Investment Fund (IPOPIF)
- State mandated pension consolidation; transition completed in April 2022

| IPOPIF | YTD | 1 Year | Inception to Date |
|---|---|---|---|
| Fund investment performance, net of fees | 5.37% | 11.77% | 4.03% |

Village long term target: 6.5%

IPOPIF long term target: 6.8%

# VILLAGE LINKS / RESERVE 22
## STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
### As of June 30, 2024

| ORG | DESCRIPTION | 2024 BUDGET | MONTH 2024 | MONTH 2023 | MONTH DIFF | MONTH % DIFF | YEAR-TO-DATE 2024 | YEAR-TO-DATE 2023 | YEAR-TO-DATE DIFF | YEAR-TO-DATE % DIFF |
|---|---|---|---|---|---|---|---|---|---|---|
| | REVENUES: | | | | | | | | | |
| 5500 | Village Links Revenues | $ 3,936,000 | $ 737,711 | $ 739,788 | $ (2,077) | 0% | $ 1,950,196 | $ 1,828,644 | $ 121,552 | 7% |
| 5520 | Reserve 22 Revenues | 3,420,400 | 478,660 | 522,880 | (44,219) | -8% | 1,547,163 | 1,677,626 | (130,463) | -8% |
| | **Total Revenues** | **$ 7,356,400** | **$ 1,216,372** | **$ 1,262,668** | **$ (46,296)** | **-4%** | **$ 3,497,359** | **$ 3,506,271** | **$ (8,912)** | **0%** |
| | EXPENDITURES: | | | | | | | | | |
| 55700 | Administration | $ 728,143 | $ 47,387 | $ 48,620 | $ (1,233) | -3% | $ 307,341 | $ 258,326 | $ 49,015 | 19% |
| 55710 | Golf Course Maintenance | 1,334,997 | 165,006 | 139,856 | 25,151 | 18% | 725,420 | 545,151 | 180,269 | 33% |
| 55720 | Golf Services | 962,366 | 155,051 | 162,587 | (7,536) | -5% | 521,638 | 421,060 | 100,578 | 24% |
| 55730 | Reserve 22 | 3,210,565 | 403,520 | 530,725 | (127,205) | -24% | 1,569,856 | 1,506,272 | 63,584 | 4% |
| 55740 | Stormwater Management | 51,624 | 1,020 | 2,469 | (1,449) | -59% | 7,556 | 6,619 | 937 | 14% |
| 55750 | Pro Shop Merchandise | 154,960 | 33,351 | 36,576 | (3,226) | -9% | 75,632 | 92,531 | (16,898) | -18% |
| 55780 | Motorized Carts | 62,678 | 10,841 | 13,304 | (2,463) | -19% | 21,440 | 20,720 | 719 | 3% |
| 557X5 | Mechanical Maintenance | 363,989 | 27,036 | 33,685 | (6,650) | -20% | 201,513 | 142,763 | 58,751 | 41% |
| | Total Operating Expenses | $ 6,869,322 | $ 843,211 | $ 967,821 | $ (124,610) | -13% | $ 3,430,396 | $ 2,993,441 | $ 436,955 | 15% |
| | **Operating Income** | **$ 487,078** | **$ 373,160** | **$ 294,846** | **$ 78,314** | **27%** | **$ 66,963** | **$ 512,830** | **$ (445,867)** | **-87%** |
| | Debt Service | 301,900 | 40,950 | 45,150 | (4,200) | -9% | 40,950 | 45,150 | (4,200) | -9% |
| | Capital Expenditures | 1,004,916 | 88,254 | 15,235 | 73,020 | 479% | 507,478 | 302,349 | 205,130 | 68% |
| | **CHANGE IN NET POSITION** | **$ (819,738)** | **$ 243,956** | **$ 234,461** | **$ 9,494** | **4%** | **$ (481,466)** | **$ 165,331** | **$ (646,797)** | **-391%** |

***KEY METRICS***

| | Goal | MONTH 2024 | MONTH 2023 | MONTH DIFF | YTD 2024 | YTD 2023 | YTD DIFF |
|---|---|---|---|---|---|---|---|
| *Personnel Expenses as % of Sales* | *52%* | *33%* | *44%* | *-11%* | *53%* | *46%* | *7%* |
| *Cash Balance (End of Month, in $000's)* | *$ 1,716* | *$ 2,279* | *$ 2,171* | *$ 108* | | | |

VILLAGE LINKS GLEN ELLYN | RESERVE 22 TWENTY-TWO

# VILLAGE LINKS
## STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
## GOLF
### (Including Administration, Grounds, & Mechanical Maintenance)
### As of June 30, 2024

| ORG/ OBJECT | DESCRIPTION | 2024 BUDGET | MONTH 2024 | MONTH 2023 | MONTH DIFF | MONTH % DIFF | YEAR-TO-DATE 2024 | YEAR-TO-DATE 2023 | YEAR-TO-DATE DIFF | YEAR-TO-DATE % DIFF |
|---|---|---|---|---|---|---|---|---|---|---|
| 5500 | **VILLAGE LINKS REVENUES:** | | | | | | | | | |
| 440550 | Green Fees | $ 2,500,000 | $ 475,446 | $ 458,908 | $ 16,538 | 4% | $ 1,196,833 | $ 1,084,950 | $ 111,883 | 10% |
| 440554 | Pro Shop - Sales | 170,000 | 34,475 | 44,520 | (10,045) | -23% | 89,377 | 108,120 | (18,743) | -17% |
| 440555 | Motor Carts | 600,000 | 117,101 | 128,801 | (11,700) | -9% | 264,036 | 280,634 | (16,598) | -6% |
| 440556 | Driving Range | 450,000 | 84,645 | 81,411 | 3,234 | 4% | 248,294 | 227,375 | 20,920 | 9% |
| 440557 | Resident Cards | 34,000 | 3,770 | 3,340 | 430 | 13% | 32,445 | 32,535 | (90) | 0% |
| 460100 | Investment Income | 56,000 | 5,942 | 3,999 | 1,942 | 49% | 35,582 | 28,034 | 7,548 | 27% |
| 489000 | Miscellaneous Revenue | 126,000 | 16,213 | 18,848 | (2,635) | -14% | 83,741 | 67,050 | 16,691 | 25% |
| 489100 | Miscellaneous - Over/Short | - | 119 | (40) | 158 | -399% | (113) | (54) | (59) | 110% |
| | **Total Revenues** | **$ 3,936,000** | **$ 737,711** | **$ 739,788** | **$ (2,077)** | **0%** | **$ 1,950,196** | **$ 1,828,644** | **$ 121,552** | **7%** |
| | **COST OF GOODS SOLD:** | | | | | | | | | |
| 520945 | Cost of Goods Sold - Pro Shop | $ 119,000 | $ 30,435 | $ 32,848 | $ (2,413) | -7% | $ 57,302 | $ 76,849 | $ (19,547) | -25% |
| | **Total Cost of Goods Sold** | **$ 119,000** | **$ 30,435** | **$ 32,848** | **$ (2,413)** | **-7%** | **$ 57,302** | **$ 76,849** | **$ (19,547)** | **-25%** |
| | **Gross Profit** | **$ 3,817,000** | **$ 707,276** | **$ 706,939** | **$ 337** | **0%** | **$ 1,892,894** | **$ 1,751,795** | **$ 141,098** | **8%** |
| | **OTHER OPERATING EXPENSES:** | | | | | | | | | |
| 510100 | Salaries - Pensionable | $ 1,173,740 | $ 109,324 | $ 138,787 | $ (29,463) | -21% | $ 633,391 | $ 498,569 | $ 134,821 | 27% |
| 510120 | Salaries - Non-Pensionable | 467,525 | 70,908 | 102,273 | (31,365) | -31% | 167,441 | 162,154 | 5,287 | 3% |
| 510200 | Salaries - Overtime | 16,000 | 2,404 | 3,083 | (678) | -22% | 6,689 | 4,681 | 2,008 | 43% |
| 510400 | FICA Taxes | 126,782 | 13,750 | 18,422 | (4,672) | -25% | 60,456 | 49,796 | 10,660 | 21% |
| 510500 | IMRF | 53,289 | 4,918 | 5,780 | (862) | -15% | 28,173 | 20,532 | 7,641 | 37% |
| 590600 | Health Insurance | 140,300 | 11,095 | 14,774 | (3,679) | -25% | 72,120 | 64,020 | 8,100 | 13% |
| 52XXXX | Contractual Services | 1,044,721 | 109,729 | 96,266 | 13,463 | 14% | 491,641 | 368,673 | 122,969 | 33% |
| 53XXXX | Commodities | 517,400 | 87,127 | 24,865 | 62,263 | 250% | 343,327 | 241,896 | 101,431 | 42% |
| | **Total Operating Expenses** | **$ 3,539,757** | **$ 409,256** | **$ 404,248** | **$ 5,008** | **1%** | **$ 1,803,238** | **$ 1,410,320** | **$ 392,918** | **28%** |
| | **Operating Income** | **$ 277,243** | **$ 298,020** | **$ 302,691** | **$ (4,671)** | **-2%** | **$ 89,655** | **$ 341,475** | **$ (251,819)** | **-74%** |
| | **Operating Income Percentage** | **7%** | **40%** | **41%** | | | **5%** | **19%** | | |

***KEY METRICS***

| | Goal | MONTH 2024 | MONTH 2023 | MONTH DIFF | YTD 2024 | YTD 2023 | YTD DIFF |
|---|---|---|---|---|---|---|---|
| *Rounds Played* | *78,000* | *14,186* | *14,823* | *(637)* | *37,237* | *35,525* | *1,712* |
| *Revenue Per Round* | *$ 50.46* | *$ 52.00* | *$ 49.91* | *$ 2.09* | *$ 52.37* | *$ 51.47* | *$ 0.90* |
| *Resident Cards Sold* | *N/A* | *204* | *185* | *19* | *2,656* | *2,548* | *108* |
| *Cost of Goods Sold % - Pro Shop* | *70%* | *88%* | *74%* | *14%* | *64%* | *71%* | *-7%* |
| *Personnel Expenses as % of Sales* | *50%* | *29%* | *38%* | *-9%* | *50%* | *44%* | *6%* |

# VILLAGE LINKS
## STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
## GOLF
(Including Administration, Grounds, & Mechanical Maintenance)
**As of June 30, 2024**

| ORG/ OBJECT | DESCRIPTION | 2024 BUDGET | MONTH 2024 | MONTH 2023 | MONTH DIFF | MONTH % DIFF | YEAR-TO-DATE 2024 | YEAR-TO-DATE 2023 | YEAR-TO-DATE DIFF | YEAR-TO-DATE % DIFF |
|---|---|---|---|---|---|---|---|---|---|---|
| | ***MISCELLANEOUS REVENUE*** | | | | | | | | | |
| | *Miscellaneous Revenue includes the following items that don't fit into any of the major revenue categories:* | | | | | | | | | |
| | *Adult & Junior Golf Lessons* | | $ 7,470 | $ 11,865 | $ (4,395) | | $ 45,800 | $ 47,386 | $ (1,586) | |
| | *Hand Cart Rentals* | | 5,903 | 3,680 | 2,223 | | 18,544 | 11,101 | 7,443 | |
| | *Golf Club Rentals* | | 2,010 | 2,230 | (220) | | 3,730 | 4,125 | (395) | |
| | *Locker Rentals* | | - | - | - | | 200 | 2,280 | (2,080) | |
| | *Illinois Sales Tax (1.75%)* | | 520 | 645 | (125) | | 1,689 | 1,630 | 59 | |
| | *Glen Ellyn Food & Beverage Tax (1%)* | | 60 | 63 | (3) | | 184 | 169 | 16 | |
| | *Tree Donation* | | 250 | - | 250 | | 250 | - | 250 | |
| | *Miscellaneous* | | - | 365 | (365) | | 13,344 | 360 | 12,984 | |
| | *Total* | $ 126,000 | $ 16,213 | $ 18,848 | $ (2,635) | | $ 83,741 | $ 67,050 | $ 16,691 | |

VILLAGE LINKS GLEN ELLYN | RESERVE 22 TWENTY-TWO

# RESERVE 22
## STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
### As of June 30, 2024

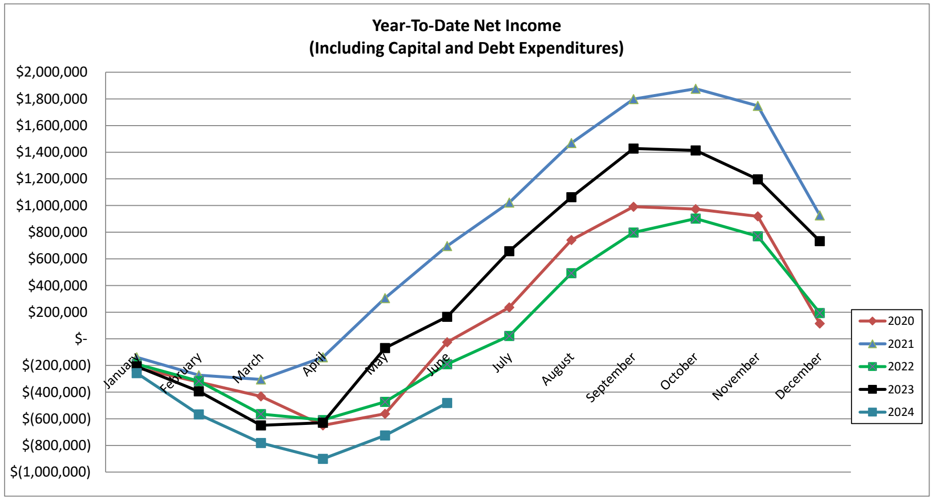
| ORG/ OBJECT | DESCRIPTION | 2024 BUDGET | MONTH 2024 | MONTH 2023 | MONTH DIFF | MONTH % DIFF | YEAR-TO-DATE 2024 | YEAR-TO-DATE 2023 | YEAR-TO-DATE DIFF | YEAR-TO-DATE % DIFF |
|---|---|---|---|---|---|---|---|---|---|---|
| 5520 | **RESERVE 22 REVENUES:** | | | | | | | | | |
| 441100 | Food | $ 1,900,000 | $ 248,577 | $ 272,426 | $ (23,849) | -9% | $ 879,789 | $ 960,030 | $ (80,241) | -8% |
| 441101 | Liquor | 385,000 | 66,500 | 68,420 | (1,919) | -3% | 192,086 | 190,658 | 1,428 | 1% |
| 441102 | Beer | 560,000 | 85,536 | 101,625 | (16,089) | -16% | 230,511 | 257,542 | (27,031) | -10% |
| 441103 | Wine | 240,000 | 25,193 | 30,164 | (4,971) | -16% | 104,324 | 111,177 | (6,852) | -6% |
| 441104 | NA Beverages | 115,000 | 24,717 | 22,267 | 2,450 | 11% | 51,833 | 55,263 | (3,430) | -6% |
| 441106 | Room Charges | 5,000 | - | - | - | 0% | 1,550 | 583 | 967 | 166% |
| 441107 | Service Charges | 215,000 | 28,121 | 28,046 | 74 | 0% | 87,091 | 102,332 | (15,241) | -15% |
| 489000 | Miscellaneous Revenue | 400 | 16 | (69) | 84 | -123% | (22) | 42 | (64) | -152% |
| | **Total Revenues** | **$ 3,420,400** | **$ 478,660** | **$ 522,880** | **$ (44,219)** | **-8%** | **$ 1,547,163** | **$ 1,677,626** | **$ (130,463)** | **-8%** |
| 55730 | **COST OF GOODS SOLD:** | | | | | | | | | |
| 530400 | Cost of Goods Sold - Beer | $ 145,600 | $ 23,069 | $ 25,288 | $ (2,219) | -9% | $ 61,209 | $ 57,381 | $ 3,827 | 7% |
| 530401 | Cost of Goods Sold - Wine | 74,400 | 9,827 | 10,212 | (385) | -4% | 29,733 | 36,570 | (6,836) | -19% |
| 530402 | Cost of Goods Sold - Liquor | 80,850 | 18,902 | 18,972 | (69) | 0% | 41,817 | 44,689 | (2,871) | -6% |
| 530405 | Cost of Goods Sold - NA Beverages | 59,293 | 15,552 | 15,230 | 322 | 2% | 37,136 | 31,439 | 5,696 | 18% |
| 530420 | Cost of Goods Sold - Food | 608,000 | 105,616 | 125,104 | (19,487) | -16% | 320,123 | 337,267 | (17,143) | -5% |
| | **Total Cost of Goods Sold** | **$ 968,143** | **$ 172,967** | **$ 194,805** | **$ (21,839)** | **-11%** | **$ 490,018** | **$ 507,345** | **$ (17,327)** | **-3%** |
| | **Gross Profit** | **$ 2,452,257** | **$ 305,694** | **$ 328,075** | **$ (22,381)** | **-7%** | **$ 1,057,145** | **$ 1,170,281** | **$ (113,136)** | **-10%** |
| | **Gross Profit Percentage** | **72%** | **64%** | **63%** | | | **68%** | **70%** | | |
| 55730 | **OTHER OPERATING EXPENSES:** | | | | | | | | | |
| 510100 | Salaries - Pensionable | $ 687,284 | $ 71,393 | $ 89,716 | $ (18,323) | -20% | $ 400,130 | $ 332,548 | $ 67,582 | 20% |
| 510120 | Salaries - Non-Pensionable | 853,732 | 86,663 | 136,427 | (49,765) | -36% | 341,103 | 351,019 | (9,916) | -3% |
| 510200 | Salaries - Overtime | 15,000 | 535 | 3,527 | (2,992) | -85% | 2,596 | 5,491 | (2,895) | -53% |
| 510399 | Tips Paid Through Payroll | - | 725 | 15,458 | (14,734) | -95% | (2,417) | (2,540) | 123 | -5% |
| 510400 | FICA Taxes | 168,640 | 16,094 | 24,225 | (8,131) | -34% | 70,552 | 66,635 | 3,917 | 6% |
| 510500 | IMRF | 31,224 | 4,069 | 4,995 | (926) | -19% | 22,412 | 17,039 | 5,374 | 32% |
| 590600 | Health Insurance | 101,000 | 7,068 | 7,742 | (674) | -9% | 44,804 | 28,948 | 15,855 | 55% |
| 52XXXX | Contractual Services | 199,542 | 23,054 | 28,932 | (5,878) | -20% | 103,771 | 100,105 | 3,666 | 4% |
| 53XXXX | Commodities | 186,000 | 20,954 | 24,898 | (3,944) | -16% | 96,887 | 99,682 | (2,795) | -3% |
| | **Total Operating Expenses** | **$ 2,242,422** | **$ 230,553** | **$ 335,919** | **$ (105,366)** | **-31%** | **$ 1,079,838** | **$ 998,927** | **$ 80,911** | **8%** |
| | **Operating Income (Loss)** | **$ 209,835** | **$ 75,140** | **$ (7,845)** | **$ 82,985** | **-1058%** | **$ (22,693)** | **$ 171,355** | **$ (194,048)** | **-113%** |
| | **Operating Income (Loss) Percentage** | **6%** | **16%** | **-2%** | | | **-1%** | **10%** | | |

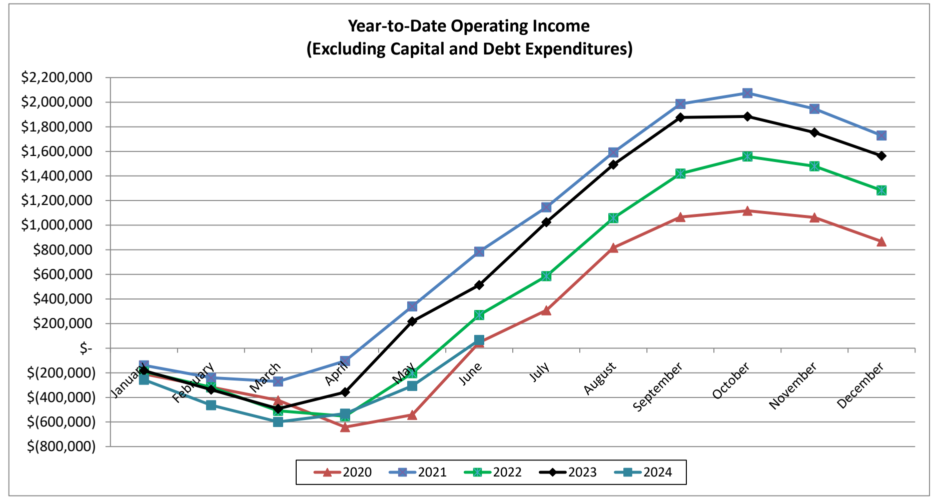
VILLAGE LINKS GLEN ELLYN | RESERVE 22 TWENTY-TWO

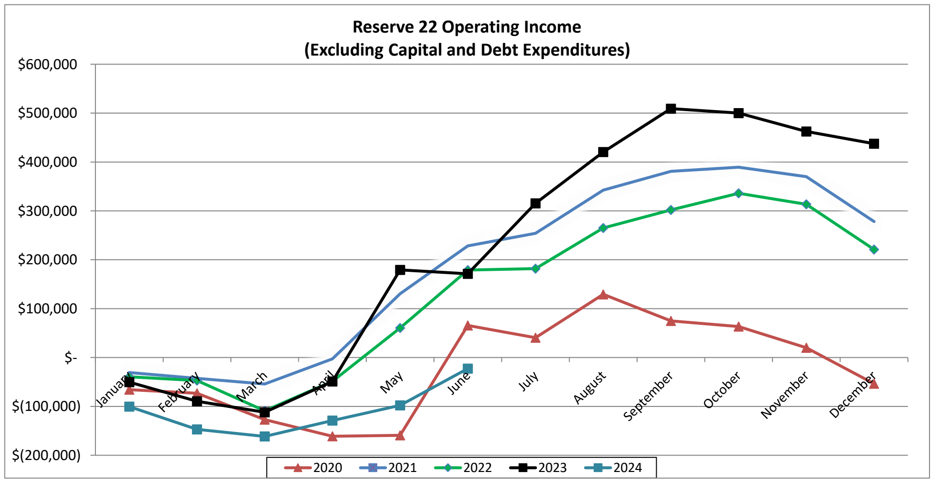
# RESERVE 22
## STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
## As of June 30, 2024

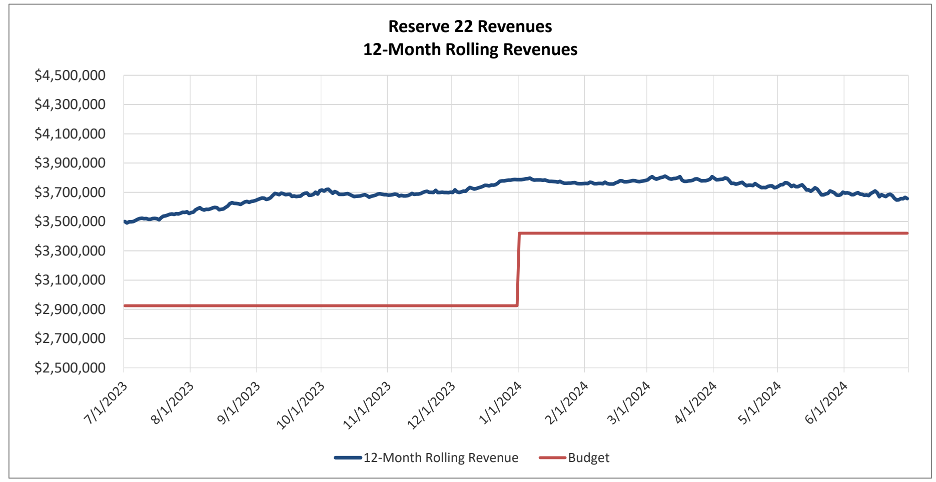
| ORG/ OBJECT | DESCRIPTION | 2024 BUDGET | MONTH 2024 | MONTH 2023 | MONTH DIFF | MONTH % DIFF | YEAR-TO-DATE 2024 | YEAR-TO-DATE 2023 | YEAR-TO-DATE DIFF | YEAR-TO-DATE % DIFF |
|---|---|---|---|---|---|---|---|---|---|---|
| | ***KEY METRICS*** | | | | | | | | | |
| | | *Goal* | | | | | | | | |
| | *Revenue Source:* | | | | | | | | | |
| | *Restaurant/Bar* | *N/A* | *$ 257,679* | *$ 294,907* | *$ (37,227)* | *-13%* | *$ 917,221* | *$ 957,636* | *$ (40,416)* | *-4%* |
| | *Banquets* | *N/A* | *153,086* | *152,186* | *900* | *1%* | *474,270* | *558,338* | *(84,068)* | *-15%* |
| | *Other* | *N/A* | *67,895* | *75,787* | *(7,892)* | *-10%* | *155,673* | *161,652* | *(5,980)* | *-4%* |
| | *Total* | *$ 3,420,400* | *$ 478,660* | *$ 522,880* | *$ (44,219)* | *-8%* | *$ 1,547,163* | *$ 1,677,626* | *$ (130,463)* | *-8%* |
| | *Reserve 22 Revenues (Last 12 Months)* | *$ 3,420,400* | | | | | $ 3,656,664 | $ 3,504,538 | *$ 152,126* | *4%* |
| | *Reserve 22 Expenses (Last 12 Months)* | *$ 3,210,565* | | | | | $ 3,413,359 | $ 1,790,358 | *$ 1,623,001* | *91%* |
| | *# Guest Checks (Restaurant/Bar)* | *N/A* | *6,661* | *7,425* | *(764)* | | *21,265* | *22,554* | *(1,289)* | |
| | *Revenue Per Guest Check* | *N/A* | *$ 38.68* | *$ 39.72* | *$ (1.03)* | | *$ 43.13* | *$ 42.46* | *$ 0.67* | |
| | *# Guests (Restaurant/Bar)* | *N/A* | *10,368* | *11,952* | *(1,584)* | | *33,972* | *36,952* | *(2,980)* | |
| | *Average Guest Spend* | *N/A* | *$ 24.85* | *$ 24.67* | *$ 0.18* | | *$ 27.00* | *$ 25.92* | *$ 1.08* | |
| | *Cost of Goods Sold %* | *28%* | *36%* | *37%* | *-1%* | | *32%* | *30%* | *1%* | |
| | *Cost of Goods Sold % (By Category):* | | | | | | | | | |
| | *Cost of Goods Sold - Beer* | *26%* | *27%* | *25%* | *2%* | | *27%* | *22%* | *4%* | |
| | *Cost of Goods Sold - Wine* | *31%* | *39%* | *34%* | *5%* | | *29%* | *33%* | *-4%* | |
| | *Cost of Goods Sold - Liquor* | *21%* | *28%* | *28%* | *1%* | | *22%* | *23%* | *-2%* | |
| | *Cost of Goods Sold - NA Beverages* | *52%* | *63%* | *68%* | *-5%* | | *72%* | *57%* | *15%* | |
| | *Cost of Goods Sold - Food* | *32%* | *42%* | *46%* | *-3%* | | *36%* | *35%* | *1%* | |
| | *Personnel Expenses as % of Sales* | *54%* | *39%* | *51%* | *-12%* | | *57%* | *48%* | *9%* | |
| | *Prime Cost (Cost of Goods Sold + Personnel Expenses) as % of Sales* | *83%* | *75%* | *88%* | *-13%* | | *89%* | *78%* | *11%* | |

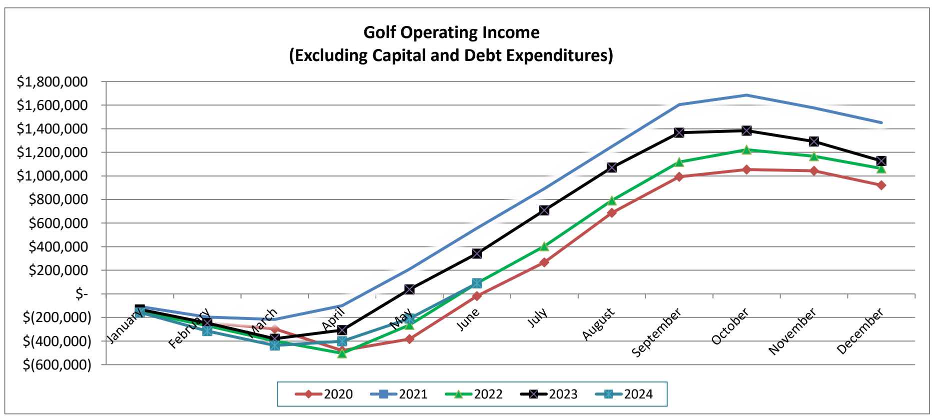
## Village Links / Reserve 22
## Dashboard Financial Reports
## As of June 30, 2024

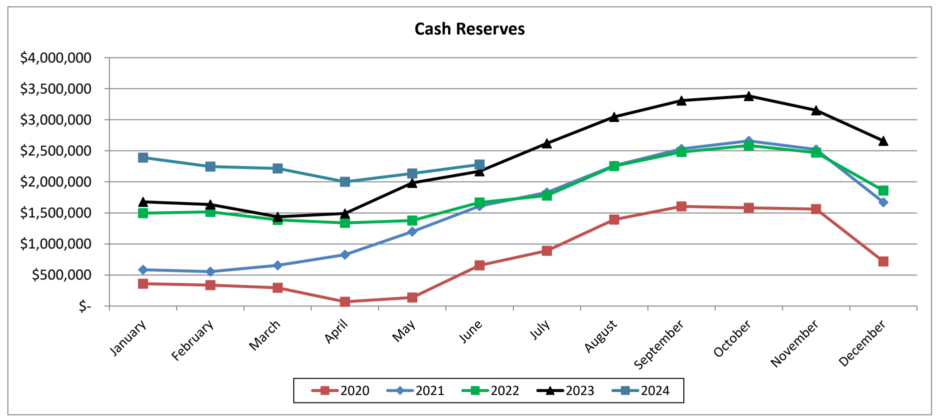


Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 8/12/2024 7:00 PM
Department: Finance
Department Head: Patrick Brankin
Category: Budget
Prepared By: Patrick Brankin

**AGENDA ITEM (ID # 2024-532)**

**DOC ID: 2024-532**

# Discuss revenue projections & budget challenges in preparation for the CY24 budget

**Statement of the Issue:**
As we begin the planning process for the 2025 budget, staff would like to outline the key steps and challenges we will address in the upcoming Board Workshop. This memo serves as the initial kickoff for our budgetary discussions and sets the stage for a collaborative and strategic approach to the Village's financial planning.

**Analysis:**
*Review of the 2024 Midyear Financial Report*
Our first agenda item will be to review the 2024 midyear financial report. This report provides a snapshot of the Village's current financial status, highlighting Village revenues, expenditures, and cash reserves through the midpoint of the year. The Village Board recently accepted the calendar year (CY) 2023 audit and has conceptually agreed to transfer some General Fund reserves above policy levels to the Fire Services Fund and Capital Projects Fund. As you recall, we have incorporated $2M into the Fire Fund as part of the Fire/EMS fee increase discussion and $2M into the Capital Projects Fund to offset the need to bond for future projects. Transferring $4M from the General Fund would still leave the fund in compliance with the Village's reserve policy. Lastly, earlier this year, the Village Board discussed alternative revenues in preparation for this year's budget discussion and to prepare for the potential loss of the state grocery tax revenue. Those discussions have helped frame this discussion and provided staff with direction in determining how best to balance the budget in CY24.

*Overall Financial Position and Challenges*
The Village's overall financial position remains strong; however, the Village faces several significant challenges as we begin to work on the CY2025 budget:

1. Increased Pension Contributions: We are anticipating a substantial increase in the Village's police pension contributions for 2025. This contribution is determined by an actuarial valuation and is projected to increase by approximately $600,000 in 2025. The primary reasons given for this increase include increased membership in active-duty participants and compensation increases for active-duty members included in the most recent collective bargaining agreement.
2. Rising Personnel Costs: Personnel costs continue to rise, driven by contractual obligations, healthcare expenses, the difficulty of recruiting and retaining talented employees, and other related factors such as the classification and compensation study recently completed by the Village. In

addition, the Village is currently negotiating its first collective bargaining agreement for certain Public Works employees.

3. Loss of Grocery Tax Revenue: The recently approved state budget eliminates the tax on groceries effective January 1, 2026. While this will not directly impact the 2025 budget, it is crucial that we begin planning for this now to ensure that the Village is not negatively impacted by this in 2026. The Village will likely lose approximately $800K in CY26, so staff needs direction on how best to fill this gap to plan accordingly with state law and applicable deadlines.

*Review of the 2025 General Fund Revenue Budget*

Following our discussion on the midyear financial report and the overall financial challenges, we will review the first draft of the 2025 general fund revenue budget. Also included in your packet for this Workshop is a presentation given to the Finance Commission at its July 2024 meeting where a deeper dive was conducted into key General Fund revenues.

**Budget Impact:**

Budget impact will vary depending on direction given as noted elsewhere in this memo.

**Contribution to Strategic Plan**

**Strategic Priority**: Financial Stability. **Initiative**: Maintain financial stability and create a financial decision-making framework

**Action Requested:**

Staff seeks direction from the Board in three primary areas:

1. **Transfer of Excess General Fund Reserves**: Staff continues to recommend that $2 million in General Fund reserves be transferred to the Capital Projects Fund to support the Village's Capital Improvement Plan, and $2 million in reserves be transferred to the Fire Services Fund to ensure the solvency of that fund and support future facility needs of the Volunteer Fire Company.

2. **Replacement of Lost Grocery Tax Revenue**: The Village has a number of options to replace the pending loss of grocery tax revenue. These include implementing a local grocery tax, increasing the home rule sales tax, or increasing the property tax levy.

- A local Grocery Tax would be a like for like replacement of the outgoing tax and would generate the same amount of revenue.
- The Home Rule Sales Tax rate is currently at 1.25%, and with a .25% increase, this would generate approximately $815,000 based on 2024 projections.
- A property tax increase of $800K would represent an increase of approximately 9.1% compared to the 2023 levy.

3. **Property Tax Levy Increase**: Determining the size of the property tax levy increase that the Board is willing to support is essential for our budget planning. As the Board is aware, we often discuss potential increases to the levy in two separate areas: cost of living increases (CPI) and new growth. The CPI for 2023 to be used in the 2024 levy calculations was 3.4%, and 2023 actual new growth to be used for 2024 levy calculations was 0.5%, making the total levy increase permissible under the Property Tax Extension Law Limt (PTELL) 3.9%. During the Board Workshop, staff will walk through various scenarios and examine the financial impact of these scenarios on the Village and its residents.

**Attachments:**

1. Revenue presentation - Finance Commission
2. Budget Schedule

# Finance Commission

# July 12, 2024

# Five Year General Fund Forecast - Revenues

# GOALS OF THE FORECAST (2019)

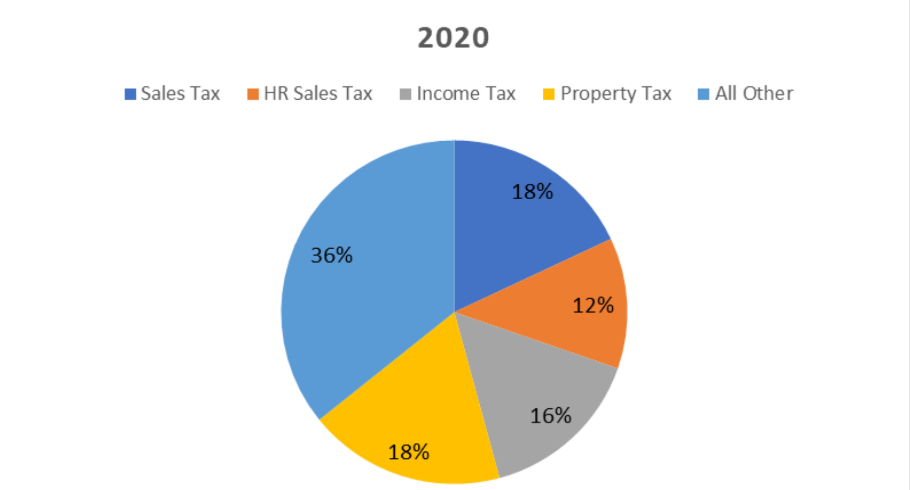
- Understand long-term financial trends in revenues and expenditures/expenses.
- Identify future imbalances (deficits).
- Identify potential areas where programs can be implemented now to avoid future deficits.
- Understand how this forecast aligns with past forecasts.
- Compare past forecasts with actual results.

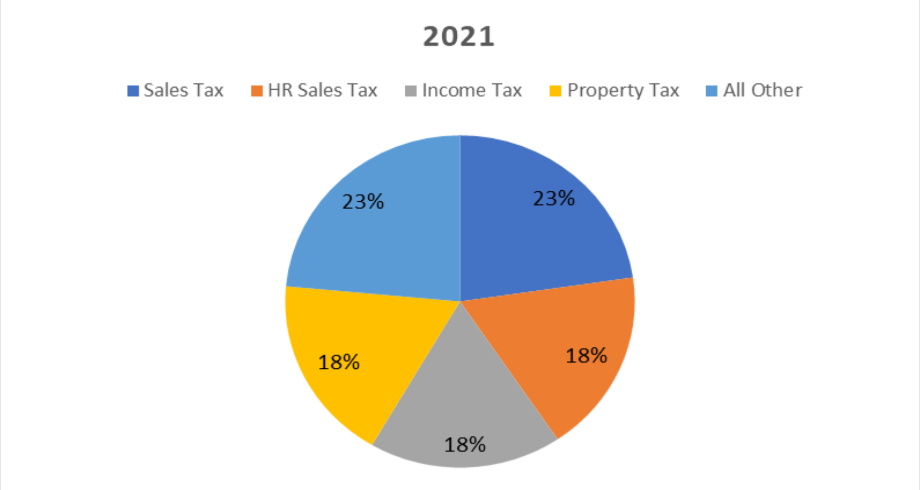
# PRIMARY GENERAL FUND REVENUES

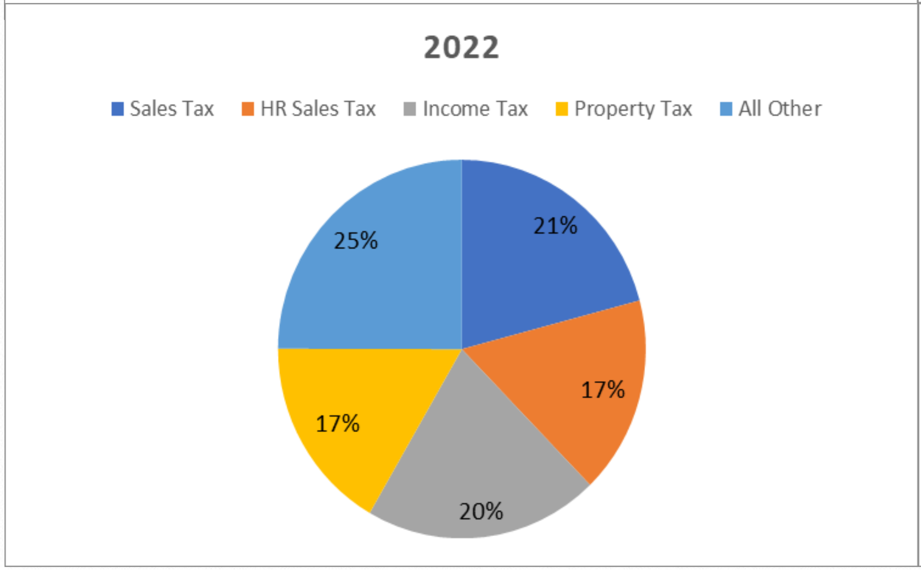
- **Sales Tax**
- **Home Rule Sales Tax**
- **State Income Tax**
- **Property Tax**
- **Others**

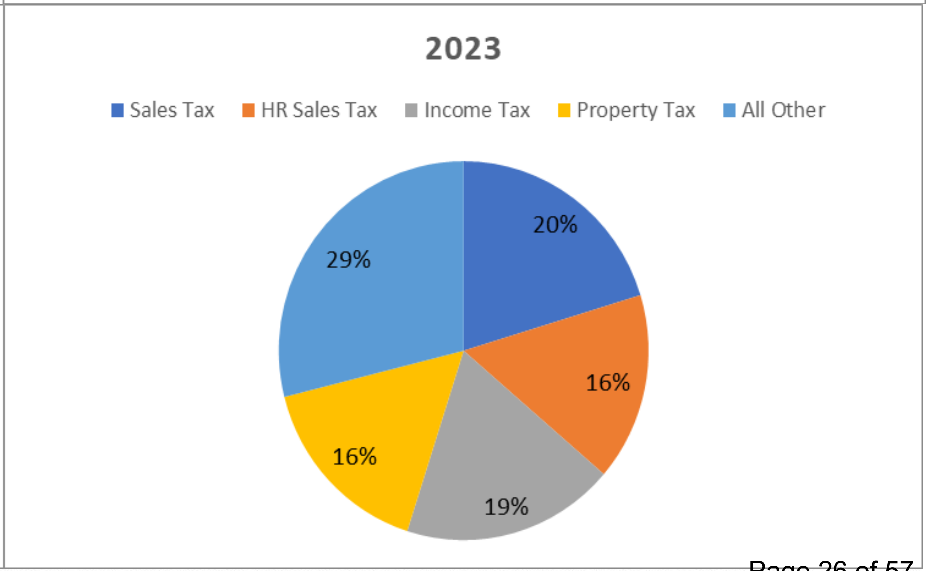
VILLAGE OF Glen Ellyn ILLINOIS

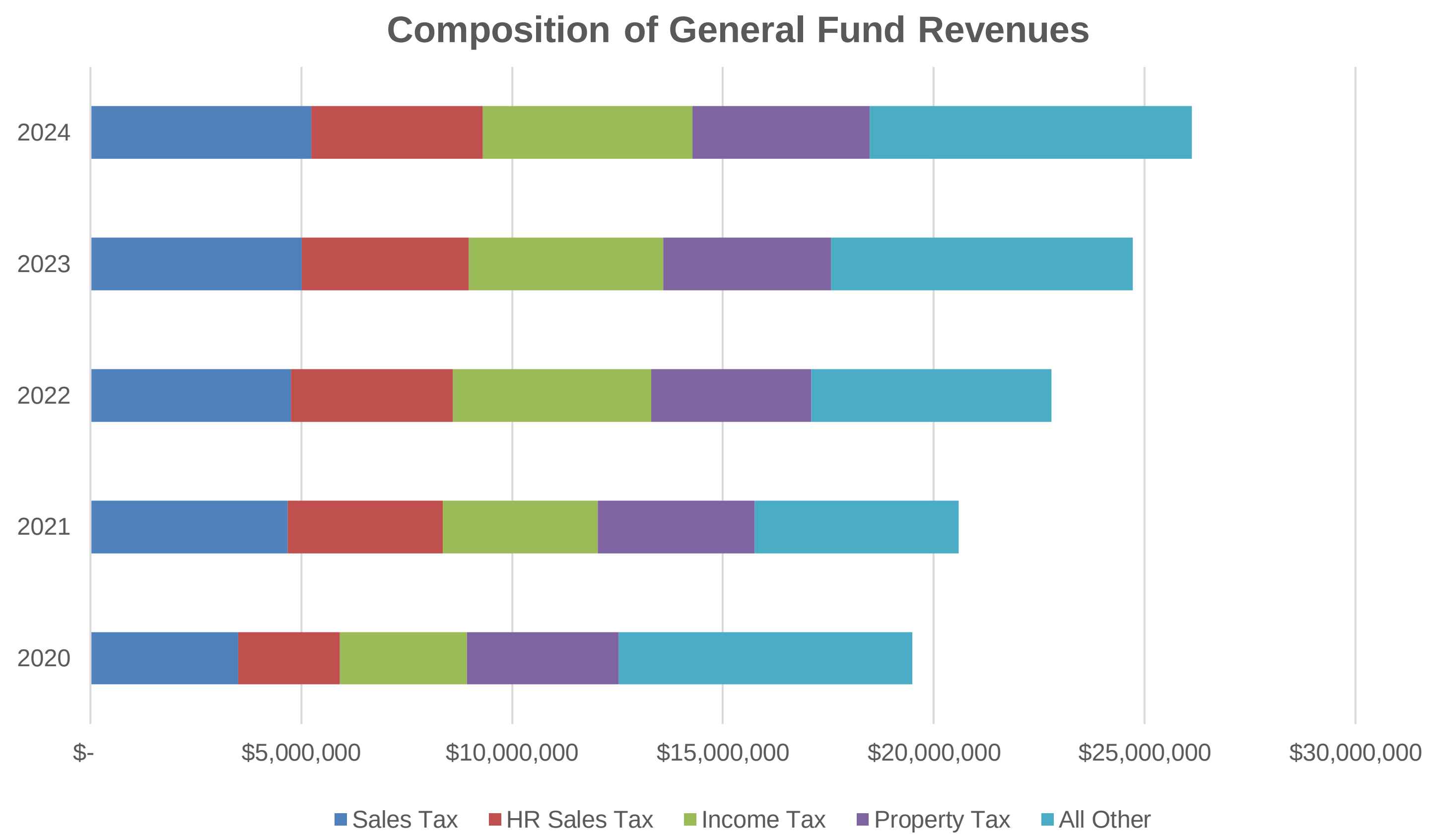
# COMPOSITION OF GENERAL FUND REVENUES

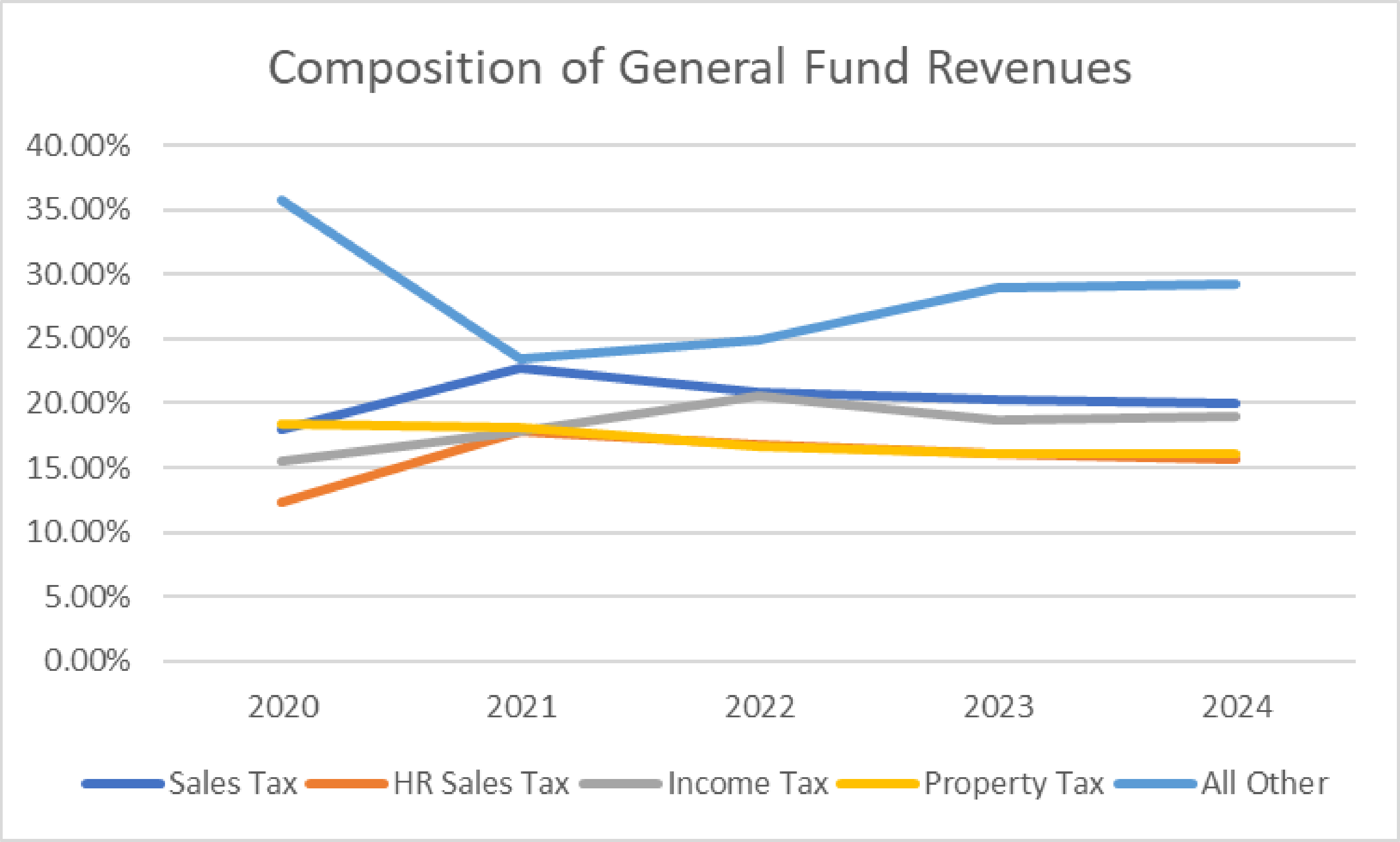


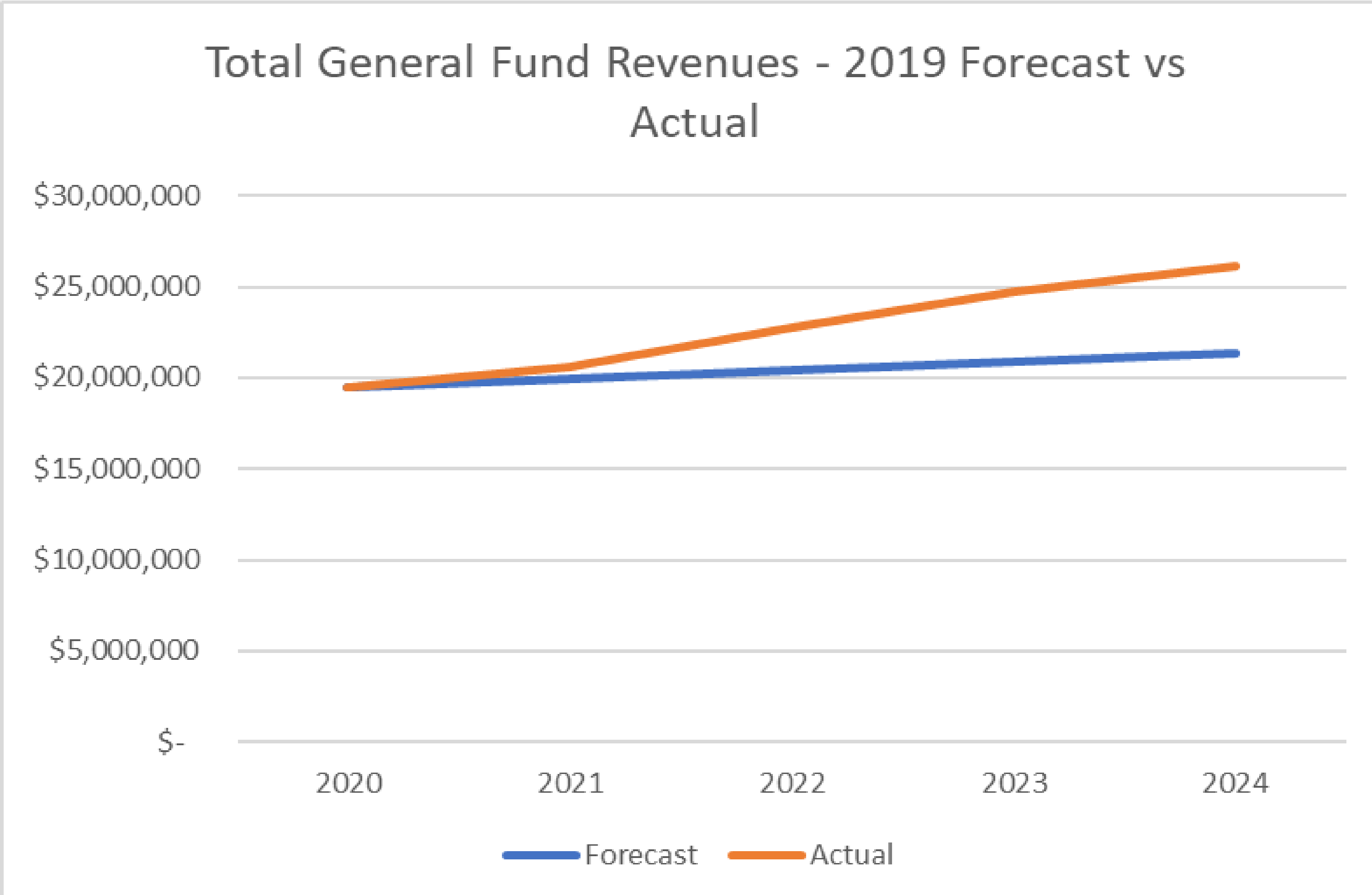



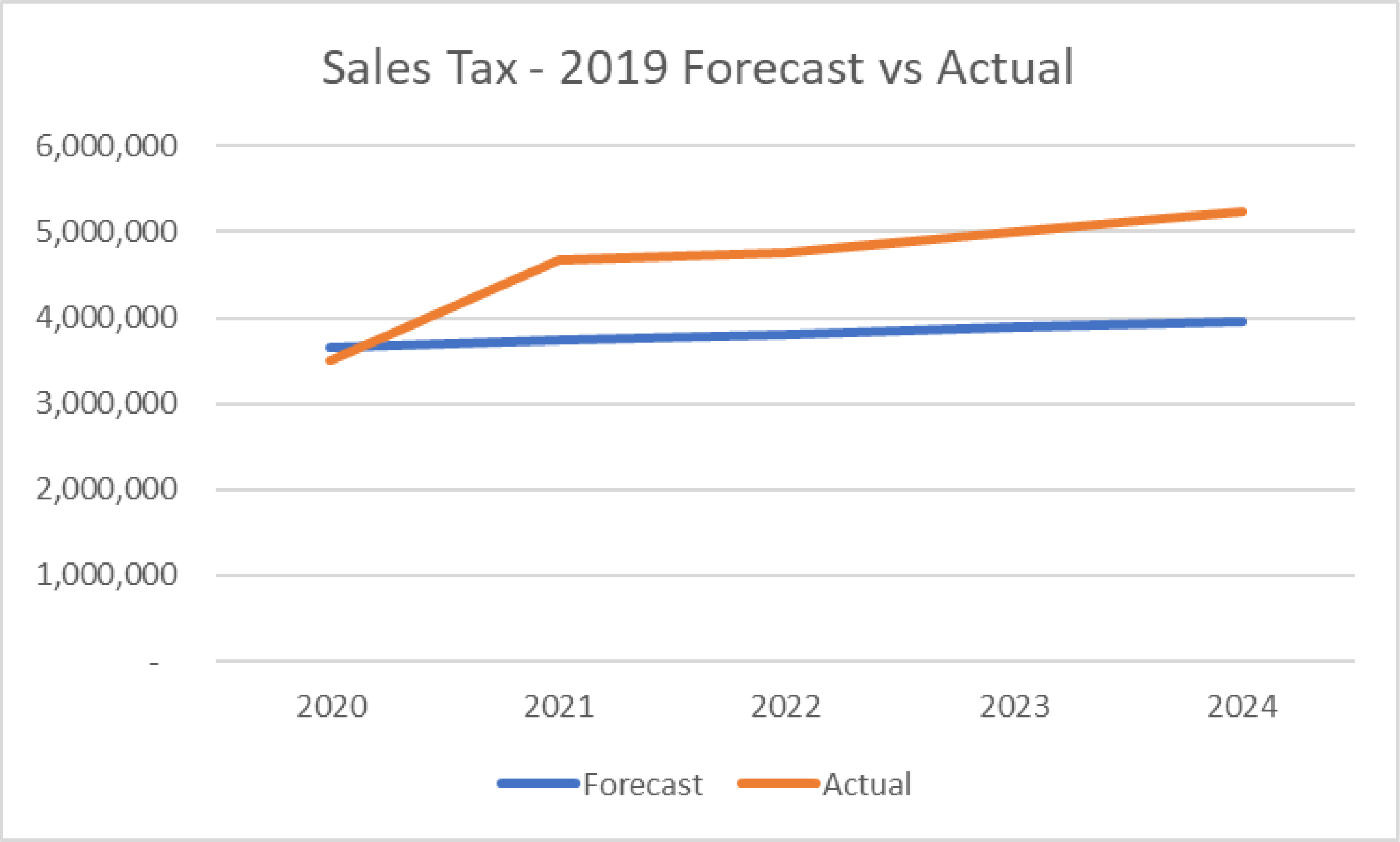

Composition of General Fund Revenues
2024
2023
2022
2021
2020
$-
$5,000,000
$10,000,000
$15,000,000
$20,000,000
$25,000,000
$30,000,000
Sales Tax
HR Sales Tax
Income Tax
Property Tax
All Other

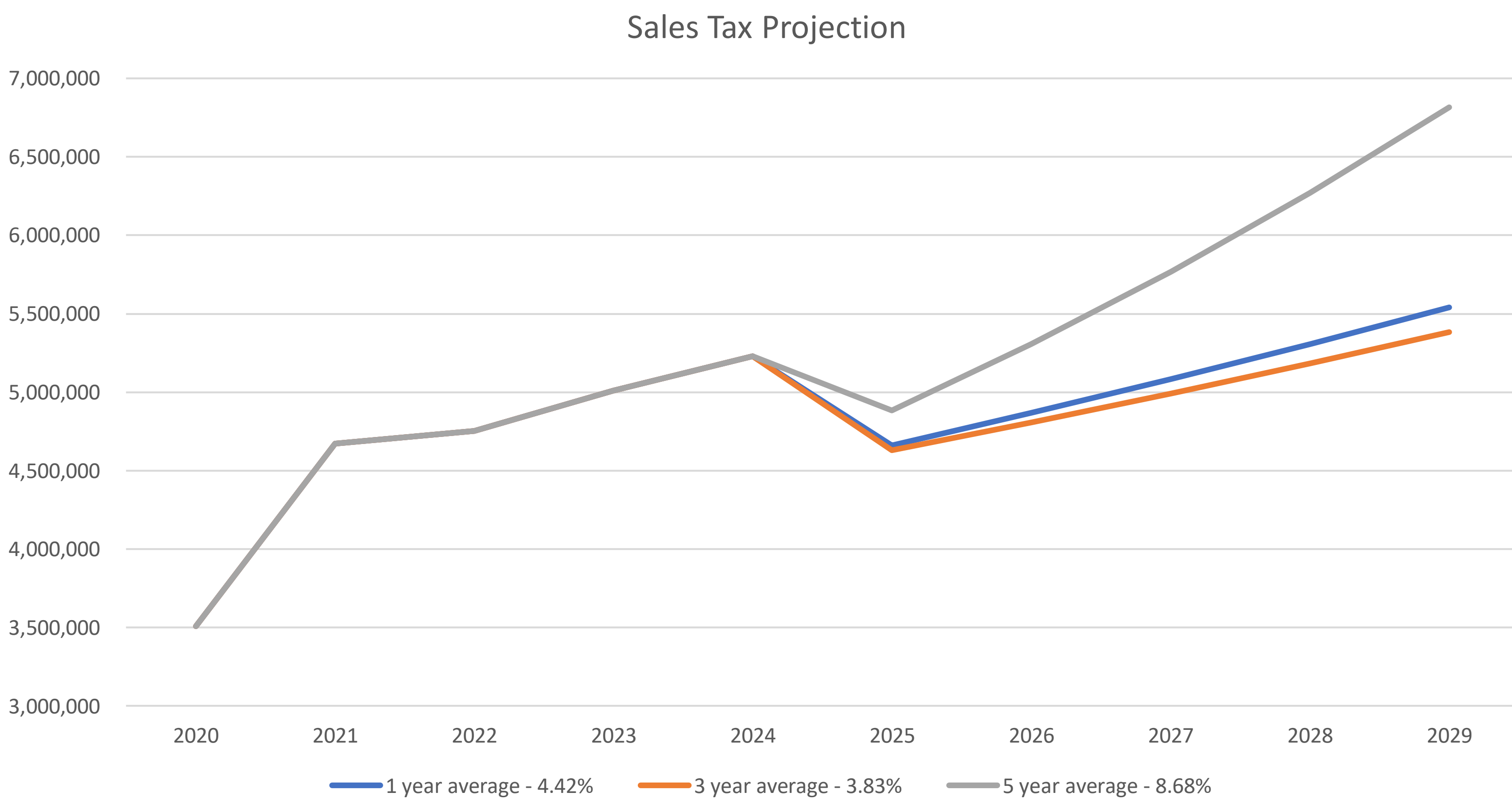

Composition of General Fund Revenues
40.00%
35.00%
30.00%
25.00%
20.00%
15.00%
10.00%
5.00%
0.00%
2020
2021
2022
2023
2024
Sales Tax
HR Sales Tax
Income Tax
Property Tax
All Other


Total General Fund Revenues - 2019 Forecast vs Actual
$30,000,000
$25,000,000
$20,000,000
$15,000,000
$10,000,000
$5,000,000
$-
2020
2021
2022
2023
2024
Forecast
Actual

# SALES TAX

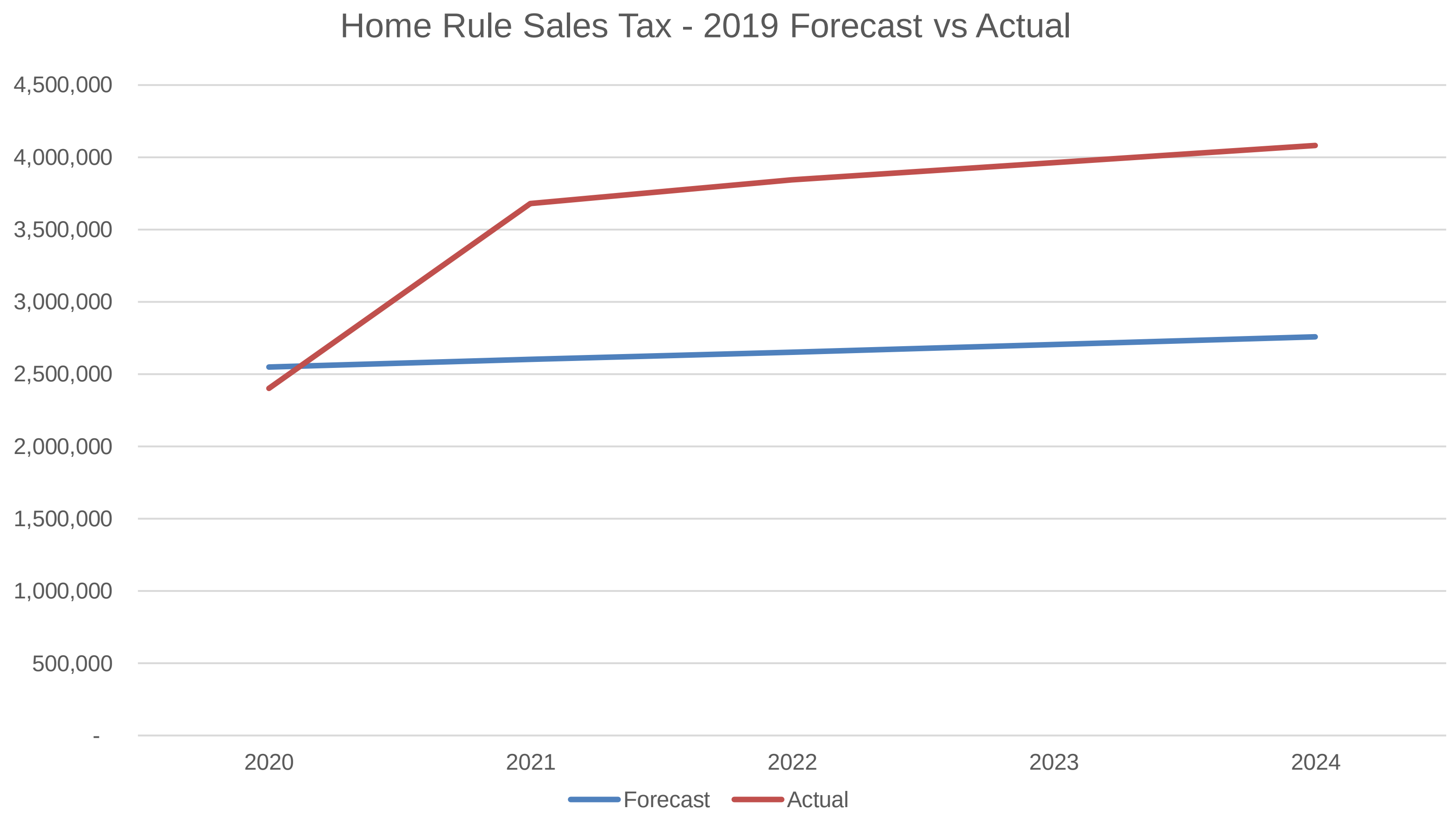
- Projected to grow at ~2% in 2019 forecast
- Significant increase in 2021 due to changes in state law
- 2024 tracking at 4.42% increase over 2023
- 3-year average increase 3.83%
- 5-year average increase 8.68%
- Grocery tax eliminated as of January 2026

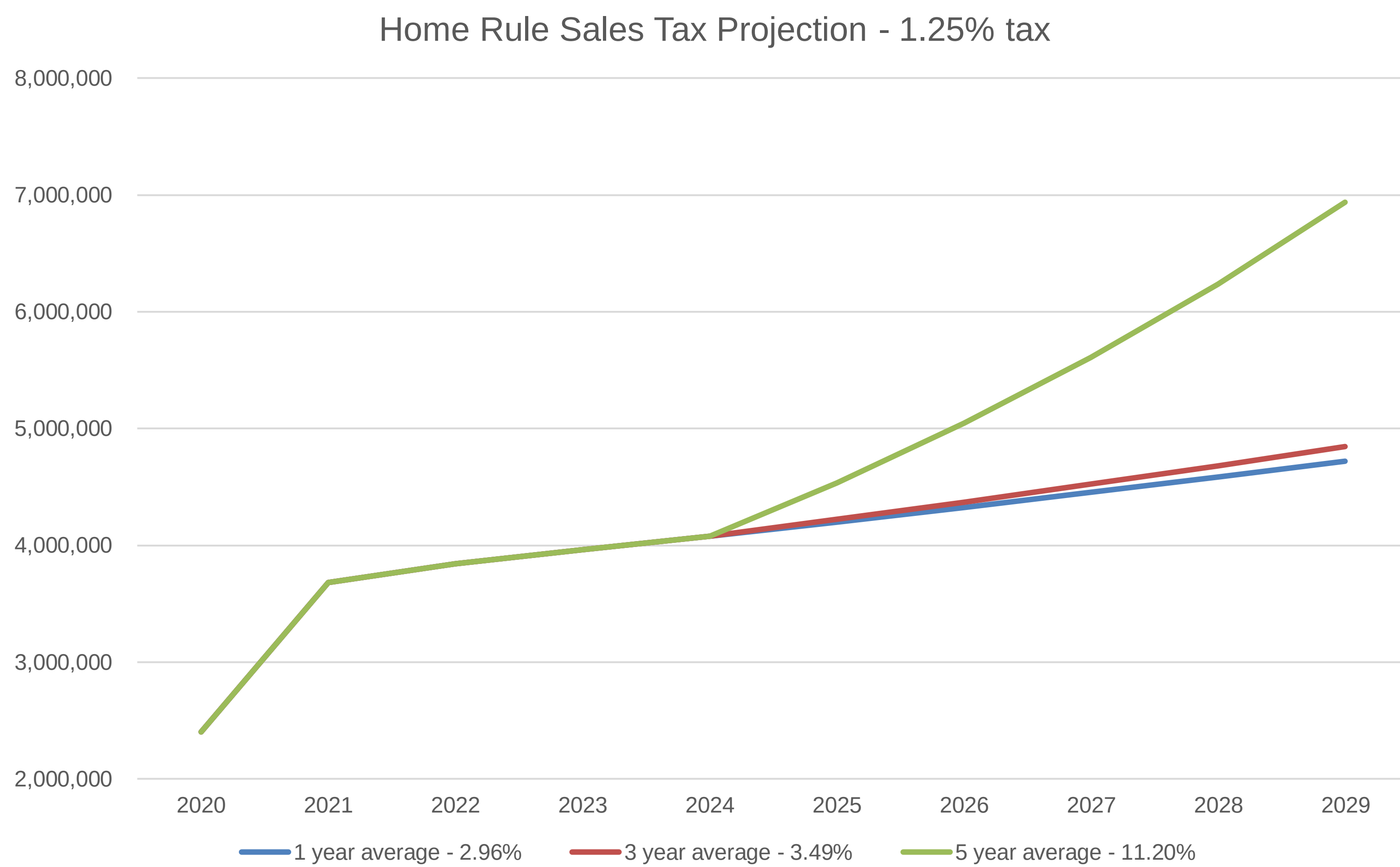

Sales Tax - 2019 Forecast vs Actual
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
-
2020
2021
2022
2023
2024
Forecast
Actual

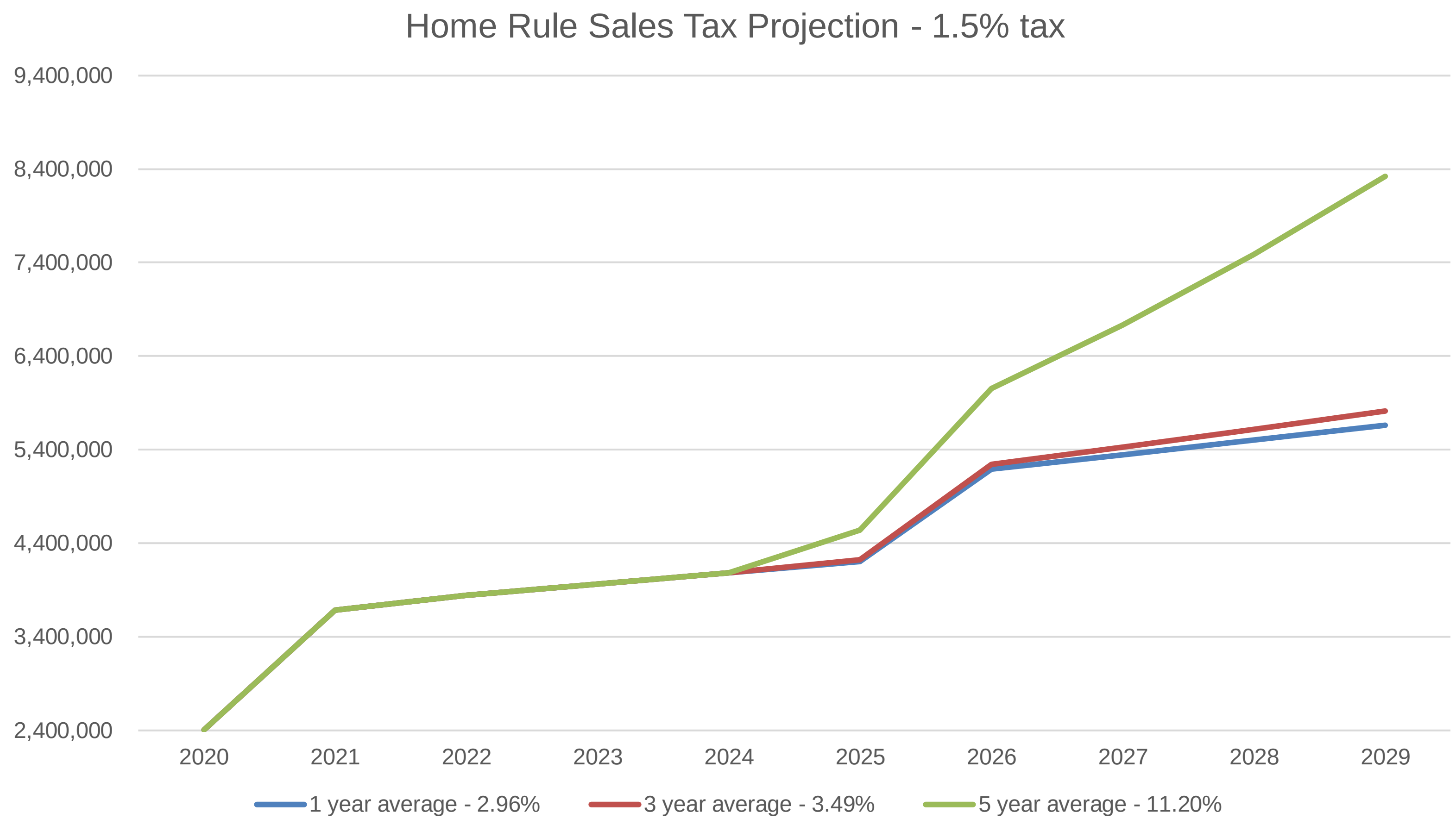

Sales Tax Projection
7,000,000
6,500,000
6,000,000
5,500,000
5,000,000
4,500,000
4,000,000
3,500,000
3,000,000
2020
2021
2022
2023
2024
2025
2026
2027
2028
2029
1 year average - 4.42%
3 year average - 3.83%
5 year average - 8.68%

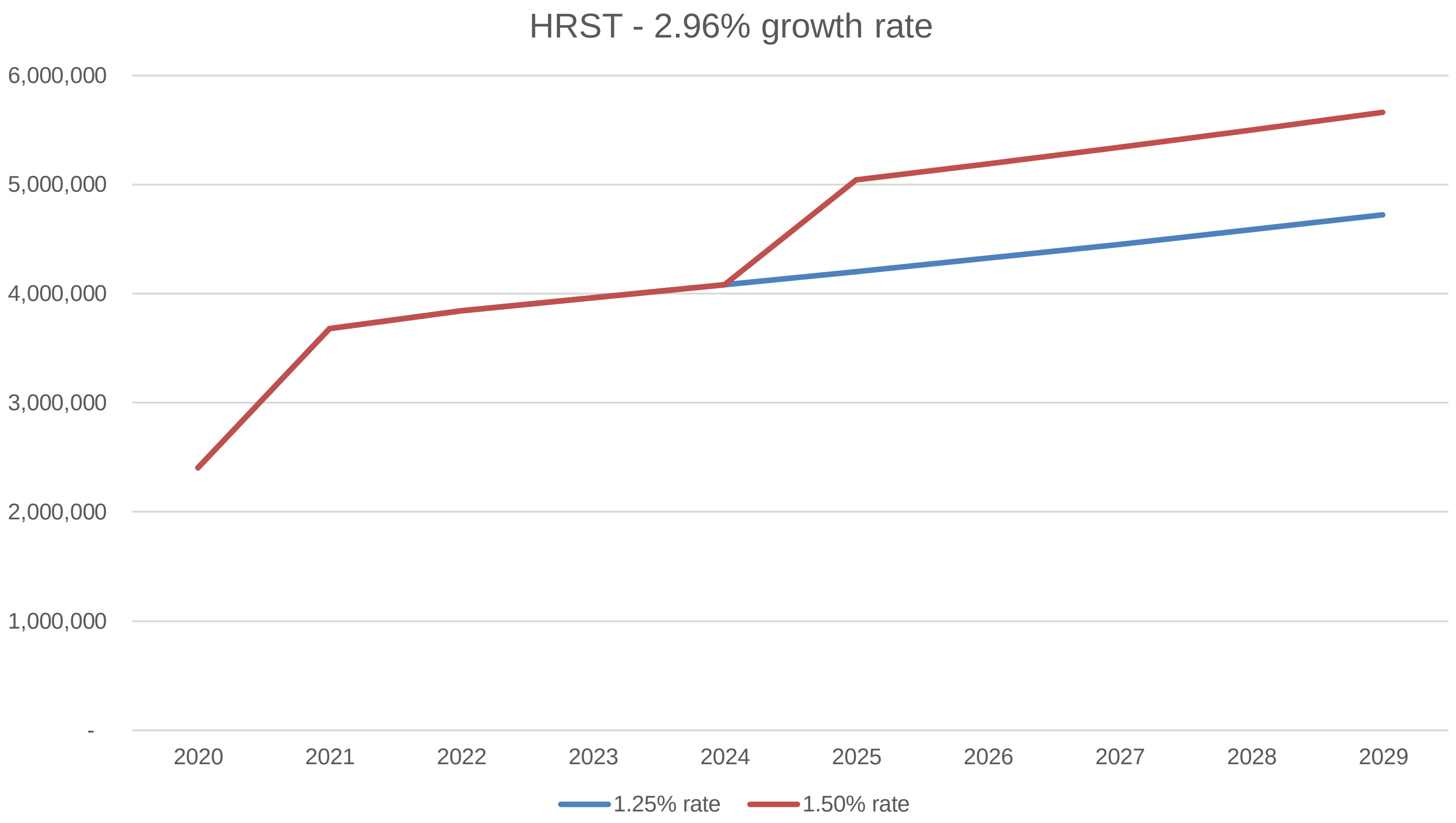
# HOME RULE SALES TAX

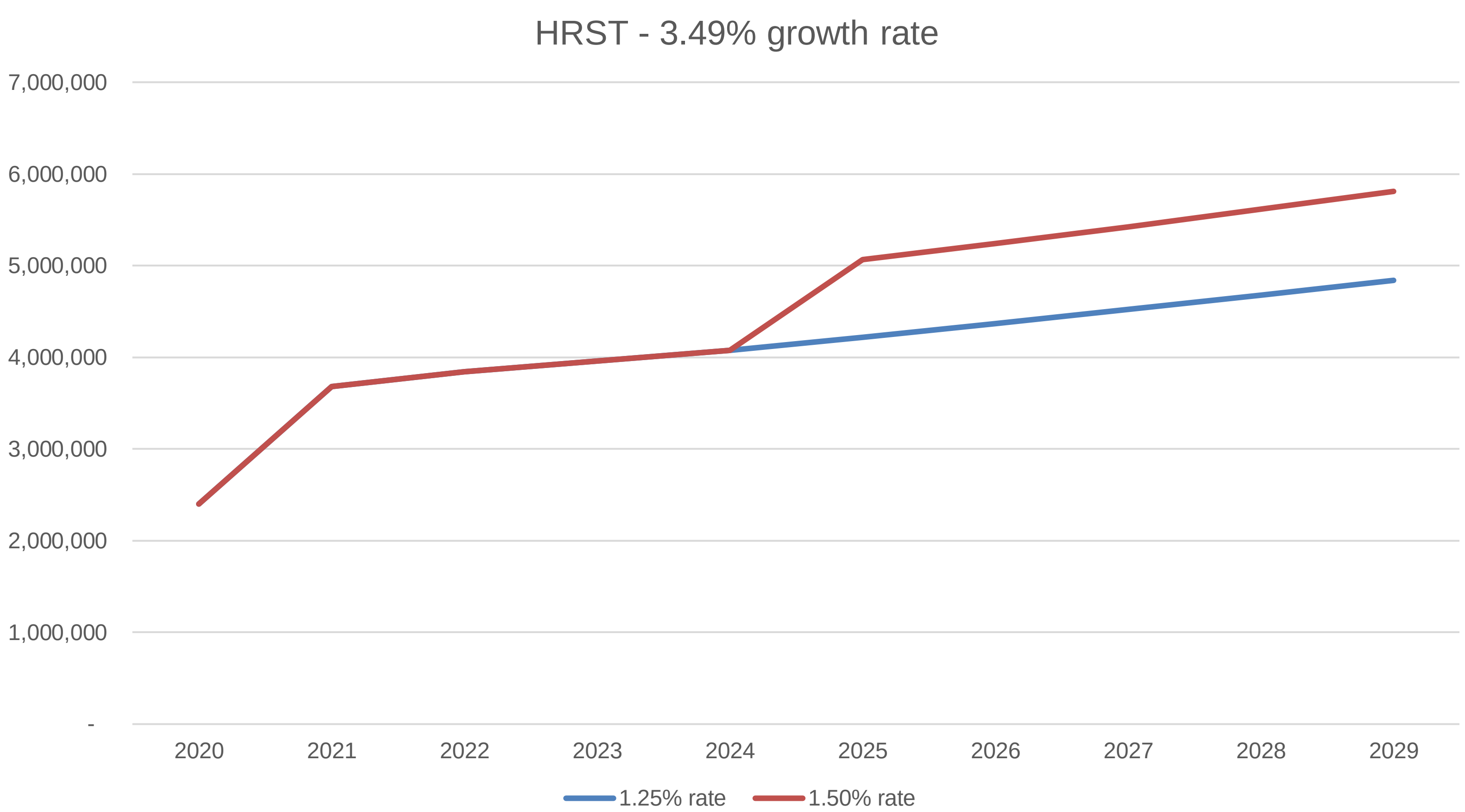
- Projected to grow at ~2% in 2019 forecast
- Significant increase in 2021 along with Sales Tax
- 2024 tracking at 2.96% increase over 2023
- 3-year average increase 3.49%
- 5-year average increase 11.20%
- An increase in the HRST rate from 1.25% to 1.50% would recover lost grocery tax revenue

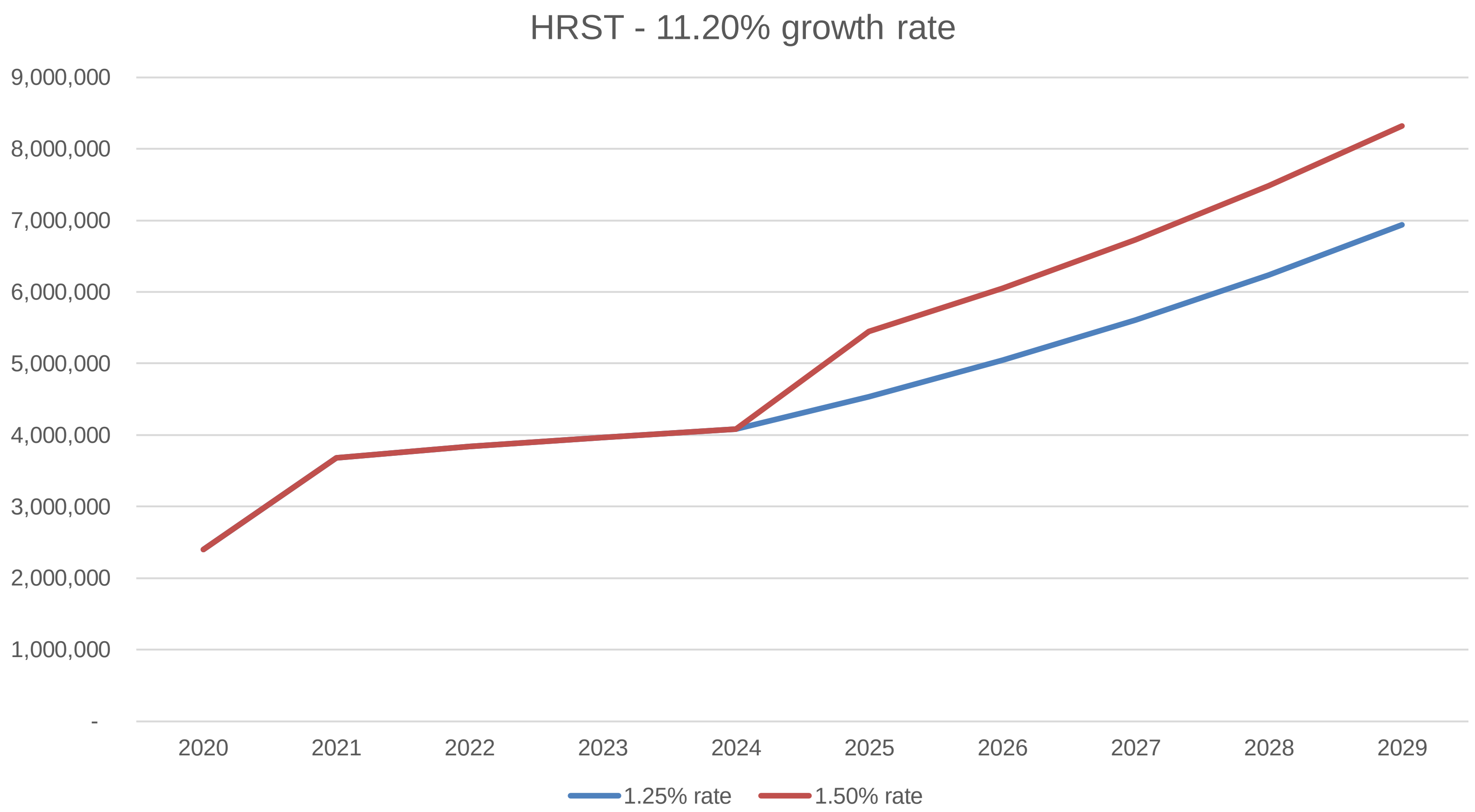

Home Rule Sales Tax - 2019 Forecast vs Actual
4,500,000
4,000,000
3,500,000
3,000,000
2,500,000
2,000,000
1,500,000
1,000,000
500,000
-
2020
2021
2022
2023
2024
Forecast
Actual


Home Rule Sales Tax Projection - 1.25% tax
8,000,000
7,000,000
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
2020
2021
2022
2023
2024
2025
2026
2027
2028
2029
1 year average - 2.96%
3 year average - 3.49%
5 year average - 11.20%


Home Rule Sales Tax Projection - 1.5% tax
9,400,000
8,400,000
7,400,000
6,400,000
5,400,000
4,400,000
3,400,000
2,400,000
2020
2021
2022
2023
2024
2025
2026
2027
2028
2029
1 year average - 2.96%
3 year average - 3.49%
5 year average - 11.20%

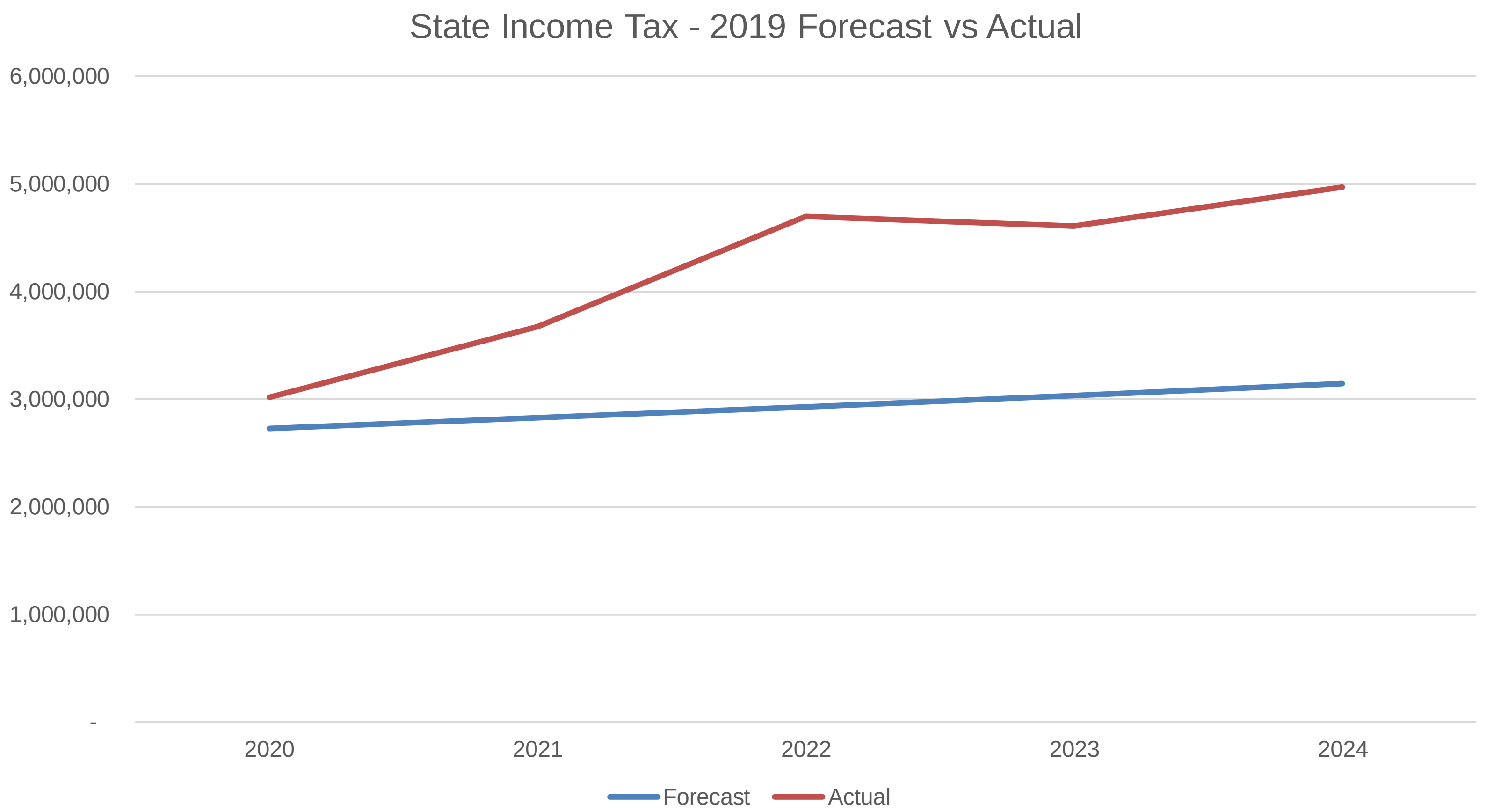

HRST - 2.96% growth rate
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
-
2020
2021
2022
2023
2024
2025
2026
2027
2028
2029
1.25% rate
1.50% rate

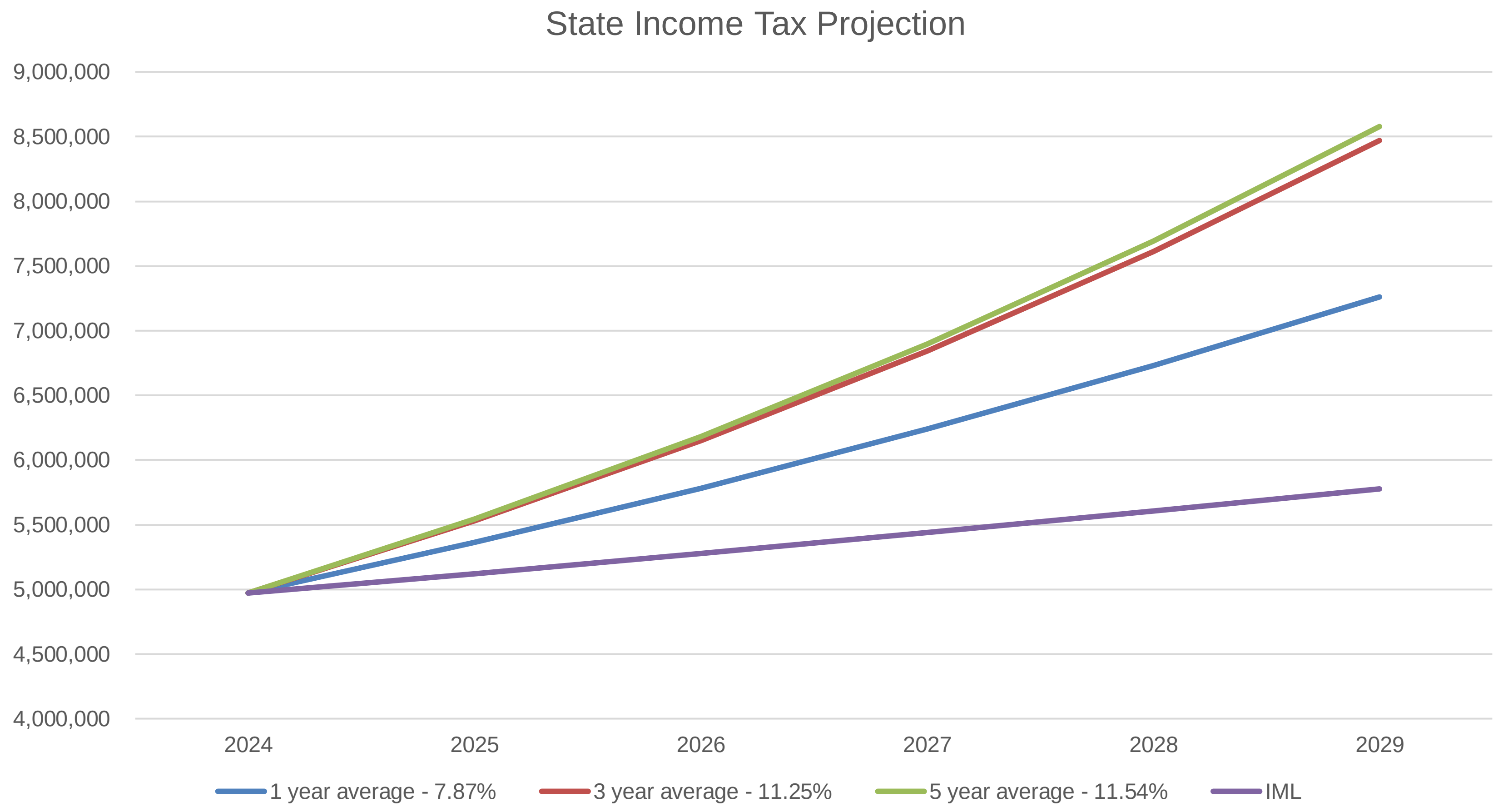

HRST - 3.49% growth rate
7,000,000
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
-
2020
2021
2022
2023
2024
2025
2026
2027
2028
2029
1.25% rate
1.50% rate


HRST - 11.20% growth rate
9,000,000
8,000,000
7,000,000
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
-
2020
2021
2022
2023
2024
2025
2026
2027
2028
2029
1.25% rate
1.50% rate

# STATE INCOME TAX / LGDF

- More volatile than other revenues we've discussed
- Subject to State interference
- 2021 reconciliation issue
- 2024 tracking at 7.87% increase over 2023
- 3-year average increase 11.25%
- 5-year average increase 11.54%

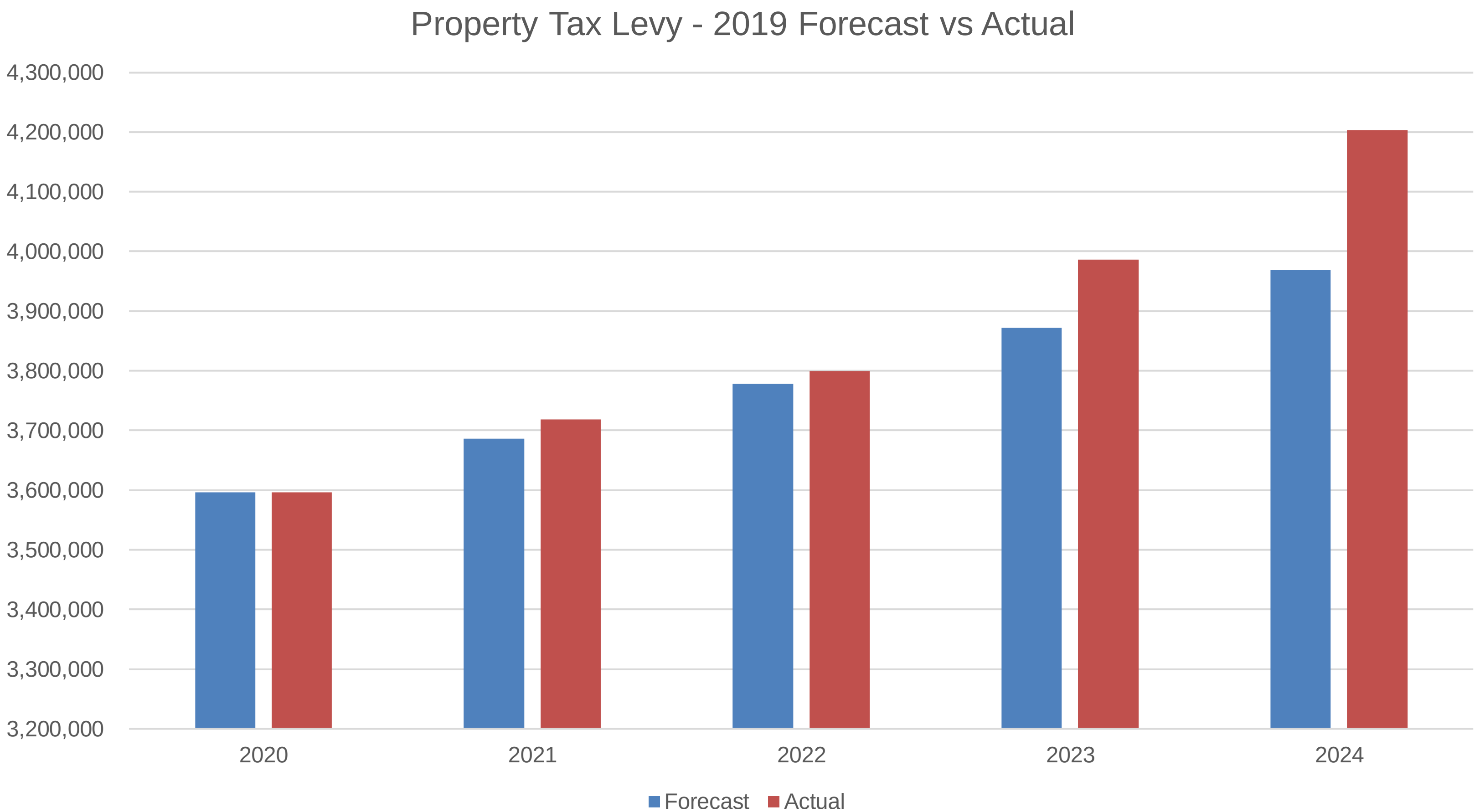

State Income Tax - 2019 Forecast vs Actual
6,000,000
5,000,000
4,000,000
3,000,000
2,000,000
1,000,000
-
2020
2021
2022
2023
2024
Forecast
Actual


State Income Tax Projection
9,000,000
8,500,000
8,000,000
7,500,000
7,000,000
6,500,000
6,000,000
5,500,000
5,000,000
4,500,000
4,000,000
2024
2025
2026
2027
2028
2029
1 year average - 7.87%
3 year average - 11.25%
5 year average - 11.54%
IML

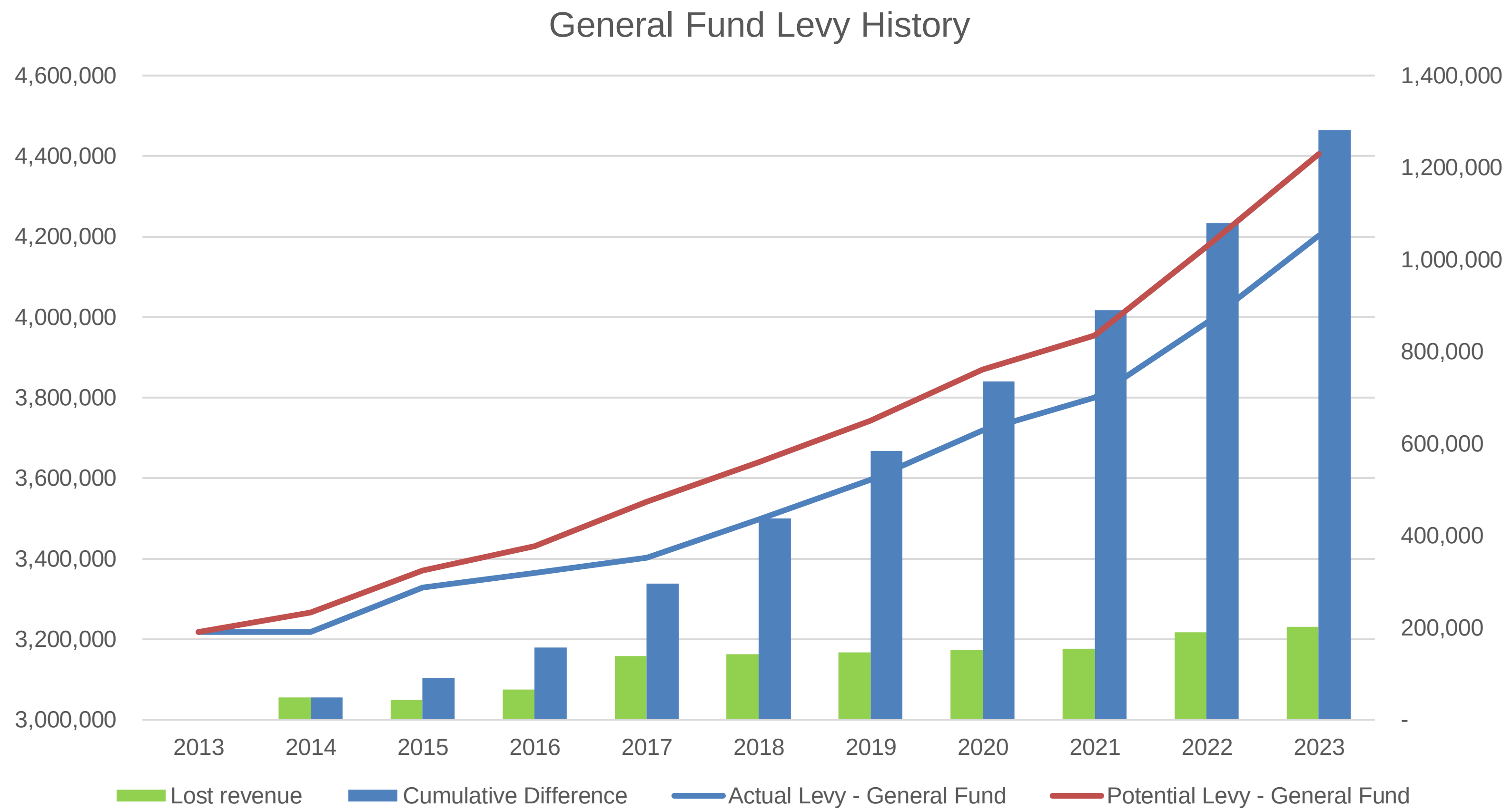
# PROPERTY TAX

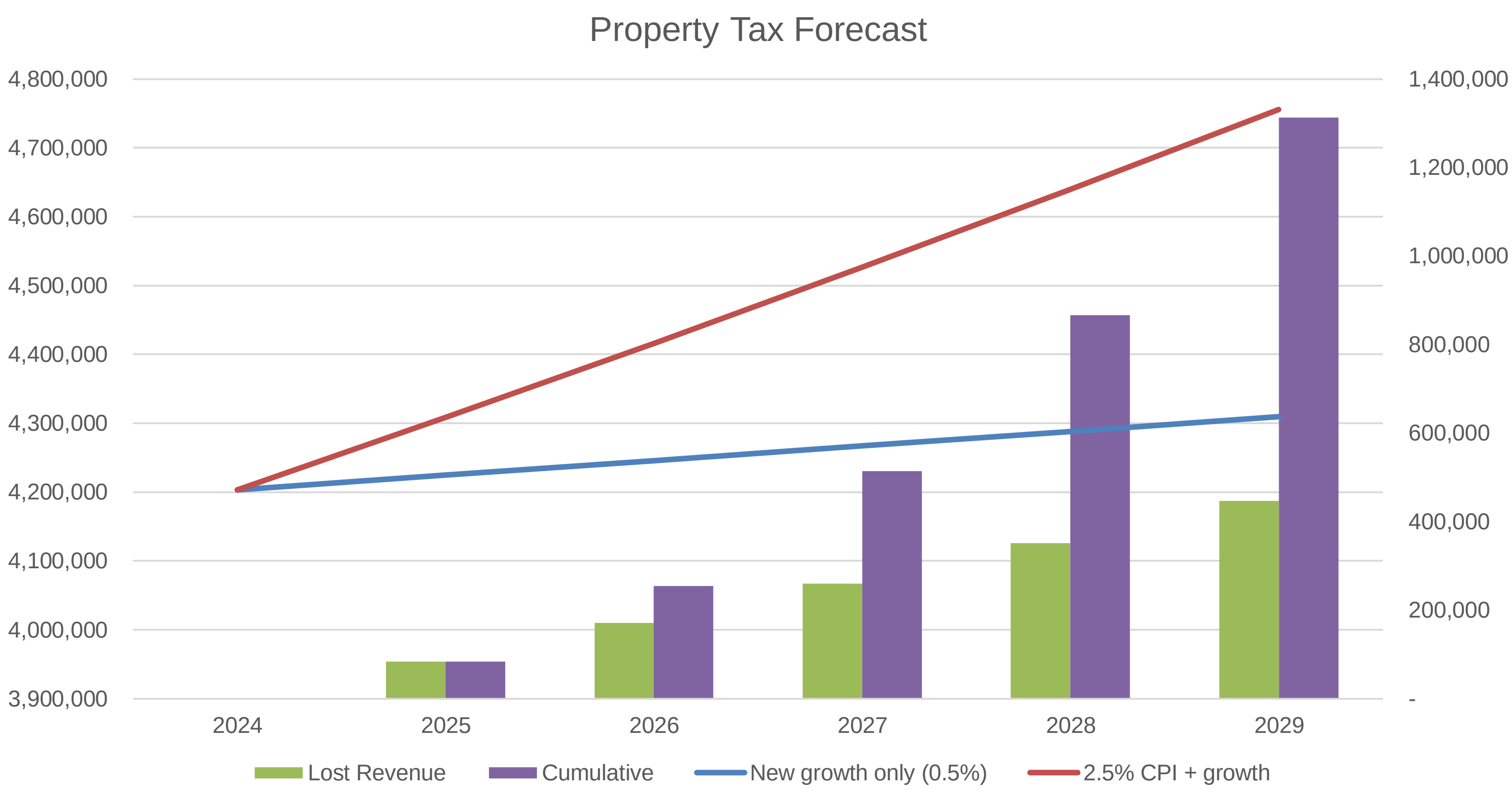
- **Only significant revenue totally under Village control**
- **Political implications**
- **PTELL limits non-home rule communities to lesser of CPI or 5% plus new growth**
  - Village has traditionally adhered to PTELL despite being a home rule community
- **CPI for 2024 levy year is 3.4%, new growth is 0.5%, maximum potential levy increase of 3.9%**
- **2019 forecast assumed 2.8% increase in first year, then 2.5% increases thereafter**

VILLAGE OF Glen Ellyn ILLINOIS

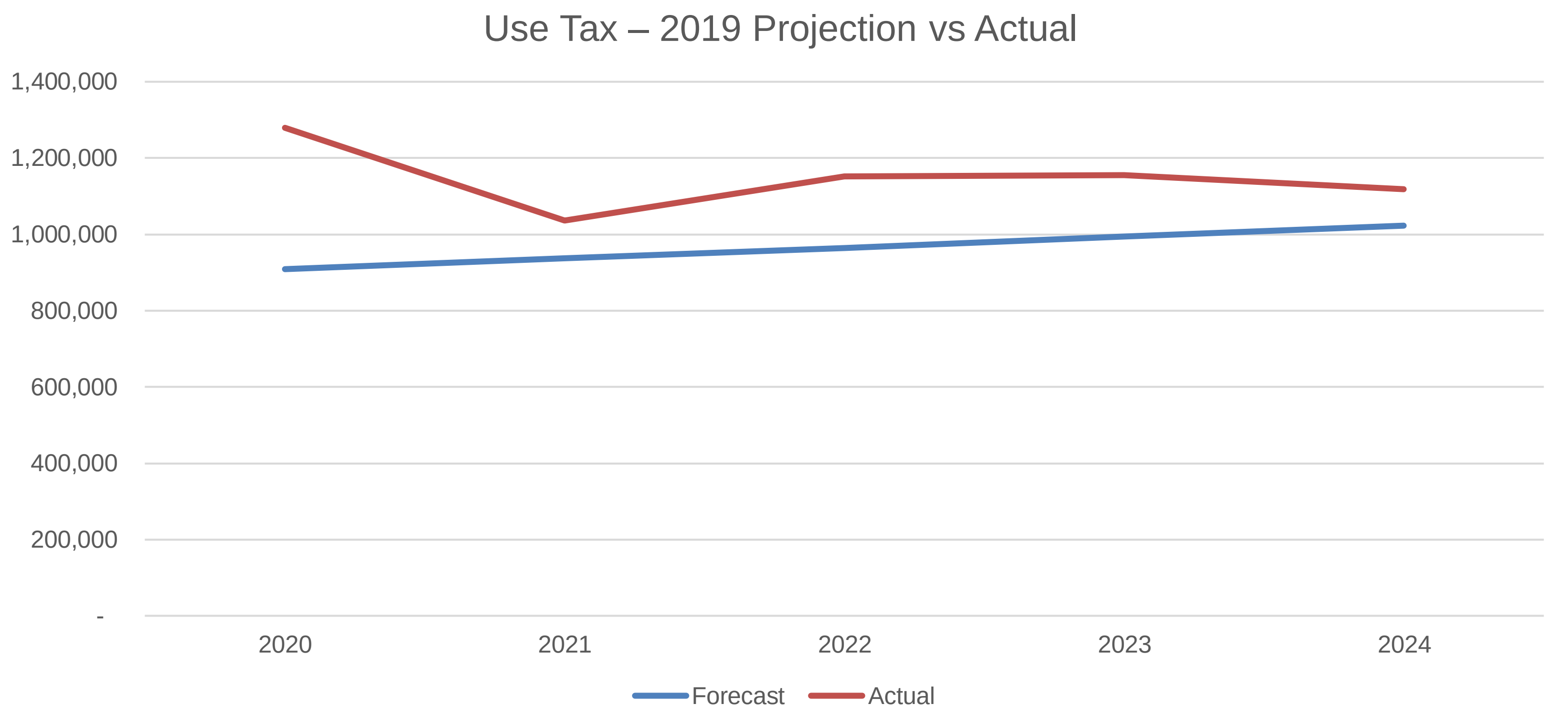


| Levy Year | Collections Year | PTELL CPI | Village CPI Increase | Village New Growth Increase | Total Increase |
|---|---|---|---|---|---|
| 2023 | 2024 | 6.5% | 5.0% | 0.5% | 5.5% |
| 2022 | 2023 | 7.0% | 4.3% | 0.6% | 4.9% |
| 2021 | 2022 | 1.4% | 1.4% | 0.8% | 2.2% |
| 2020 | 2021 | 2.3% | 2.3% | 1.1% | 3.4% |
| 2019 | 2020 | 1.9% | 1.9% | 0.9% | 2.8% |
| 2018 | 2019 | 2.1% | 2.1% | 0.7% | 2.8% |
| 2017 | 2018 | 2.1% | 2.1% | 1.1% | 3.2% |
| 2016 | 2017 | 0.7% | 0.0% | 1.1% | 1.1% |
| 2015 | 2016 | 0.8% | 0.0% | 2.4% | 2.4% |
| 2014 | 2015 | 1.5% | 0.0% | 0.0% | 0.0% |
| 2013 | 2014 | 1.7% | 1.7% | 1.2% | 2.9% |
| 2012 | 2013 | 3.0% | 3.0% | 0.4% | 3.4% |

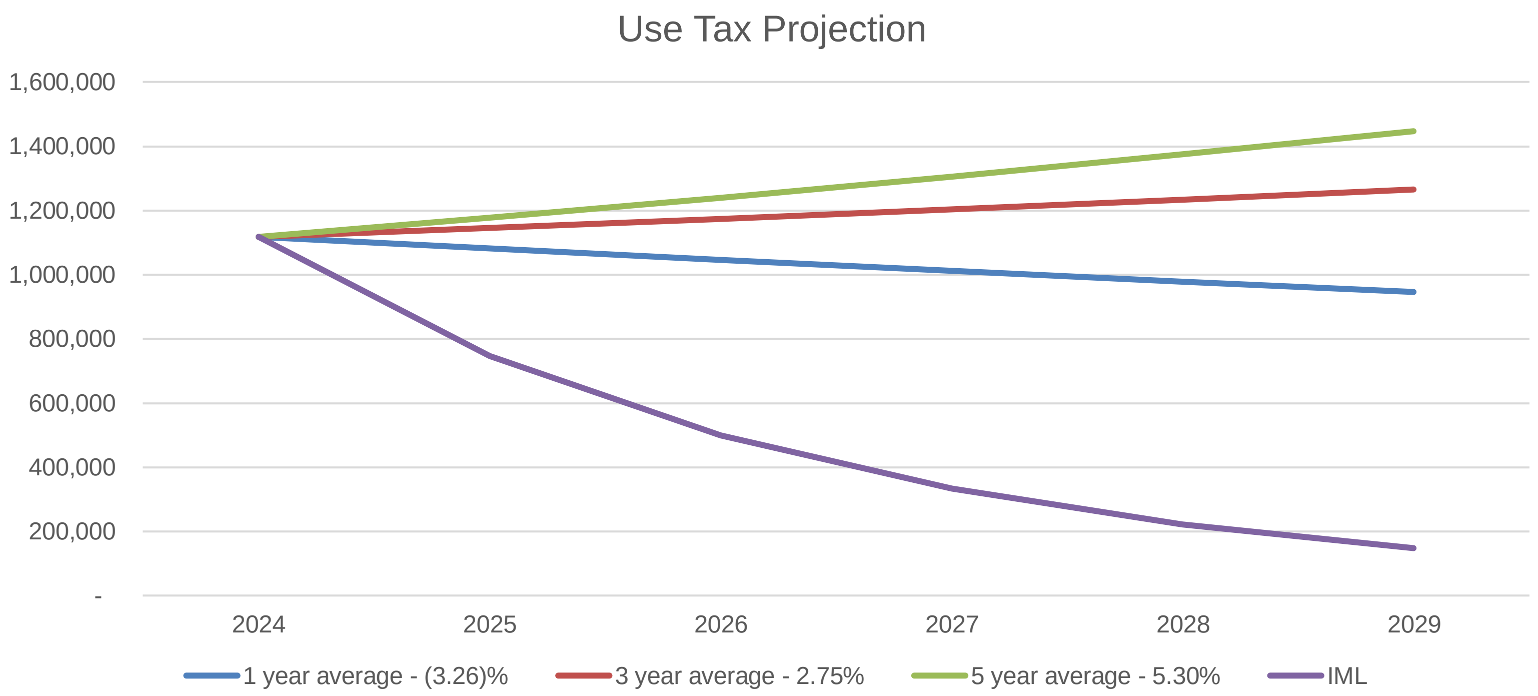

General Fund Levy History
4,600,000
4,400,000
4,200,000
4,000,000
3,800,000
3,600,000
3,400,000
3,200,000
3,000,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
-
2013
2014
2015
2016
2017
2018
2019
2020
2021
2022
2023
Lost revenue
Cumulative Difference
Actual Levy - General Fund
Potential Levy - General Fund


Property Tax Forecast
4,800,000
4,700,000
4,600,000
4,500,000
4,400,000
4,300,000
4,200,000
4,100,000
4,000,000
3,900,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
-
2024
2025
2026
2027
2028
2029
Lost Revenue
Cumulative
New growth only (0.5%)
2.5% CPI + growth

# OTHER REVENUES – USE TAX



# OTHER REVENUES – USE TAX



# OTHER REVENUES

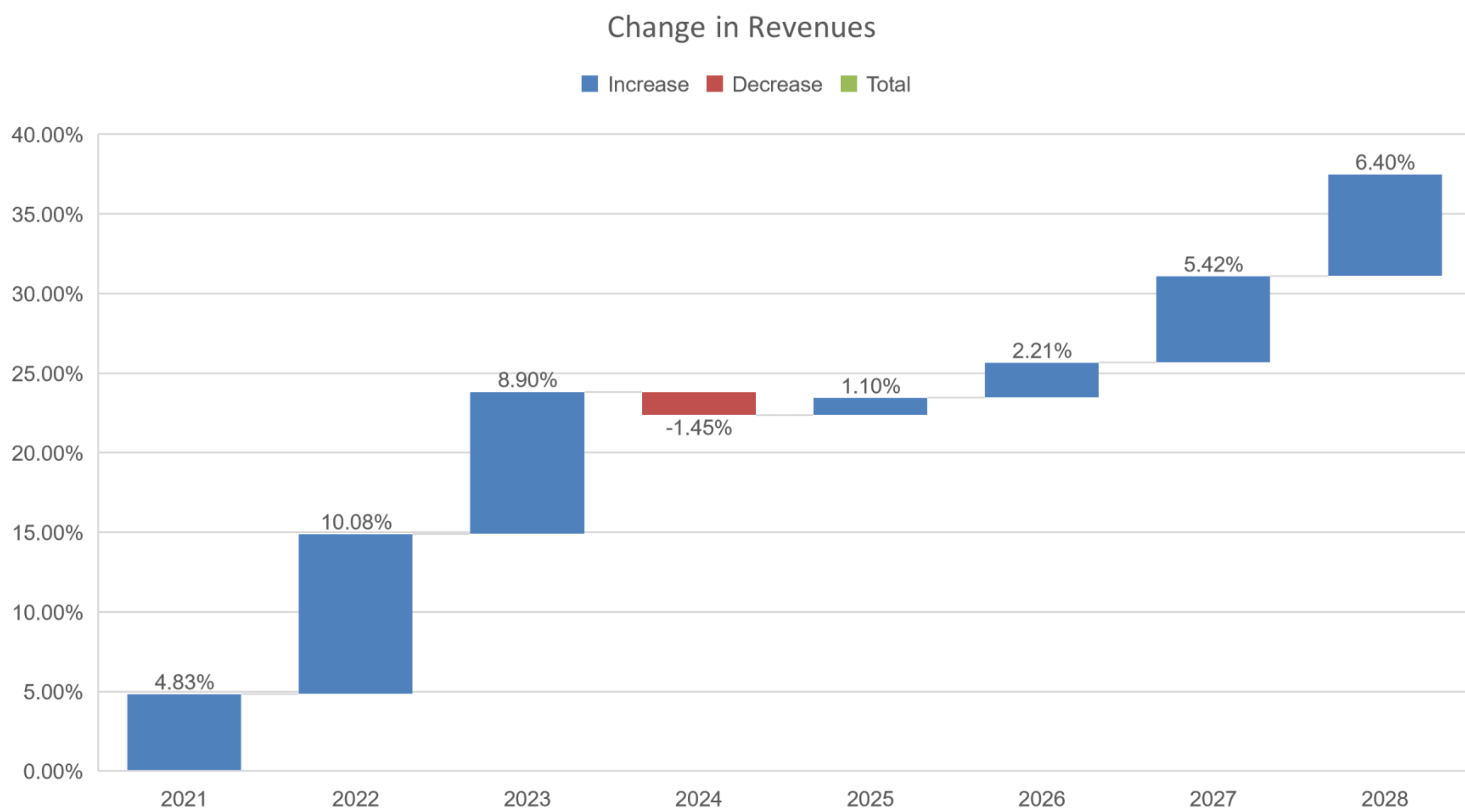
- **Investment income – 2024 projections are aligned with budget, will likely forecast interest rates to fall slowly over five years**
- **PPRT – has been volatile. IML projecting large decrease in 2024, with a slight rebound in 2025**
- **Vehicle license(stickers) – Slowly declining over time, but not by material amount**
- **Building permits – On track to far outpace budget in 2024. Budgeted figure will increase in 2025 and likely remain constant in forecast**
- **Interfund transfers – frequently based on personnel costs and will be forecasted to increase along with personnel costs over forecast**

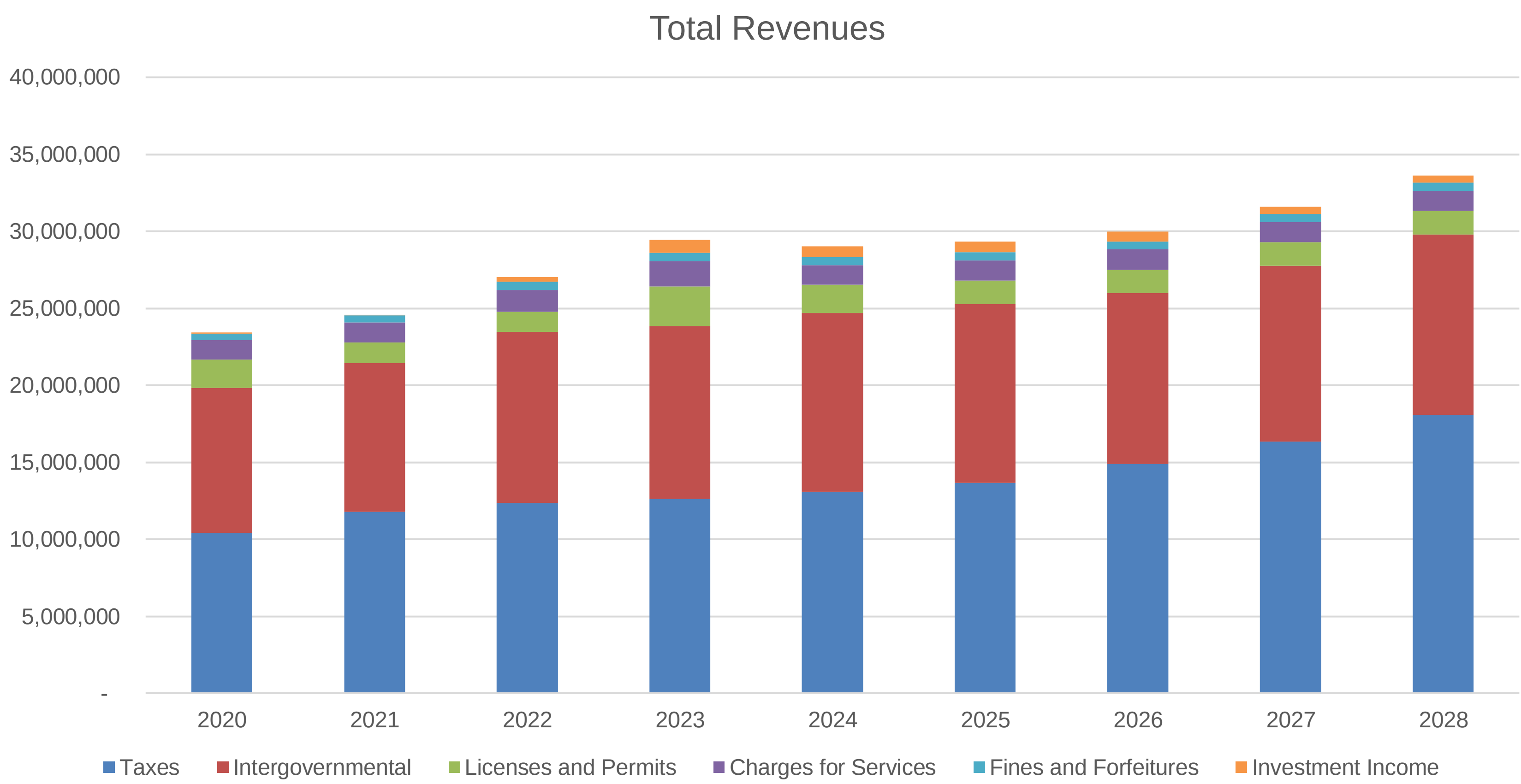
# KEY ASSUMPTIONS

- **Property Tax Levy – 1.7% CPI + 0.5% new growth (half of actual CPI)**
  - 2.5% CPI + new growth used in future years
- **Sales Tax – 3.83% growth each year**
  - Lowest of the three rates we examined
  - Factors in loss of grocery tac revenue beginning in 2026
- **HR Sales Tax – 2.96% growth each year**
  - Lowest of the three rates we examined
  - Assumes an increase in tax rate from 1.25% to 1.5% in 2026
- **State Income Tax – IML projection in 2025, then 2.66% growth**
- **State Use Tax – IML projection in 2025, then 3% decline**

# RESULTS

- **2024 revenues projected to exceed budget, but be lower than 2023**
  - Building permits projected to beat budget but fall short of 2023 by $750k
- **Slow growth in near-term, with larger increases seen in 2027 and 2028**
  - 2024: (1.45%)
  - 2025: 1.10%
  - 2026: 2.21%
  - 2027: 5.42%
  - 2028: 6.40%


Change in Revenues
Increase
Decrease
Total
40.00%
35.00%
30.00%
25.00%
20.00%
15.00%
10.00%
5.00%
0.00%
4.83%
10.08%
8.90%
-1.45%
1.10%
2.21%
5.42%
6.40%
2021
2022
2023
2024
2025
2026
2027
2028


Total Revenues
40,000,000
35,000,000
30,000,000
25,000,000
20,000,000
15,000,000
10,000,000
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-
2020
2021
2022
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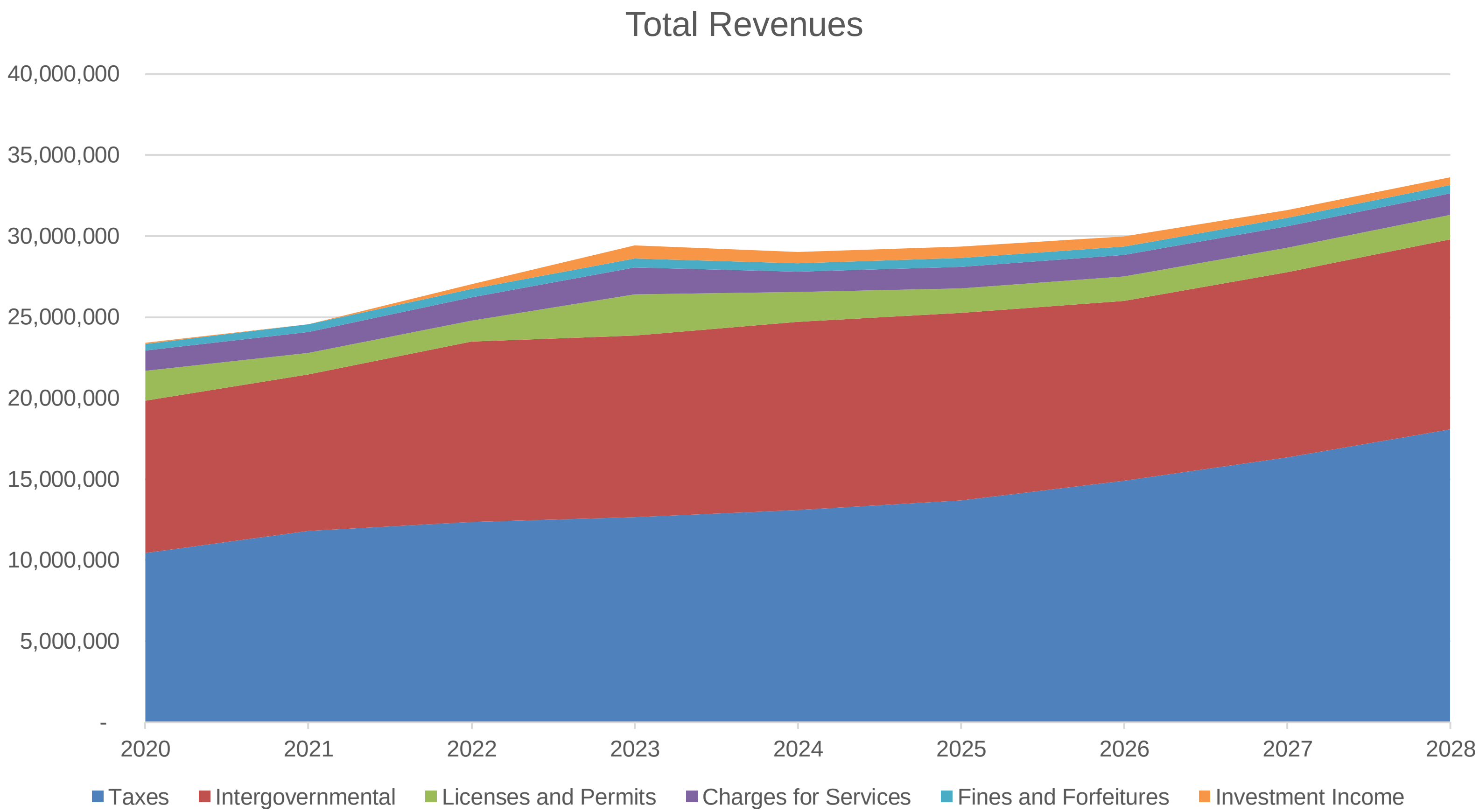
2027
2028
Taxes
Intergovernmental
Licenses and Permits
Charges for Services
Fines and Forfeitures
Investment Income


Total Revenues
40,000,000
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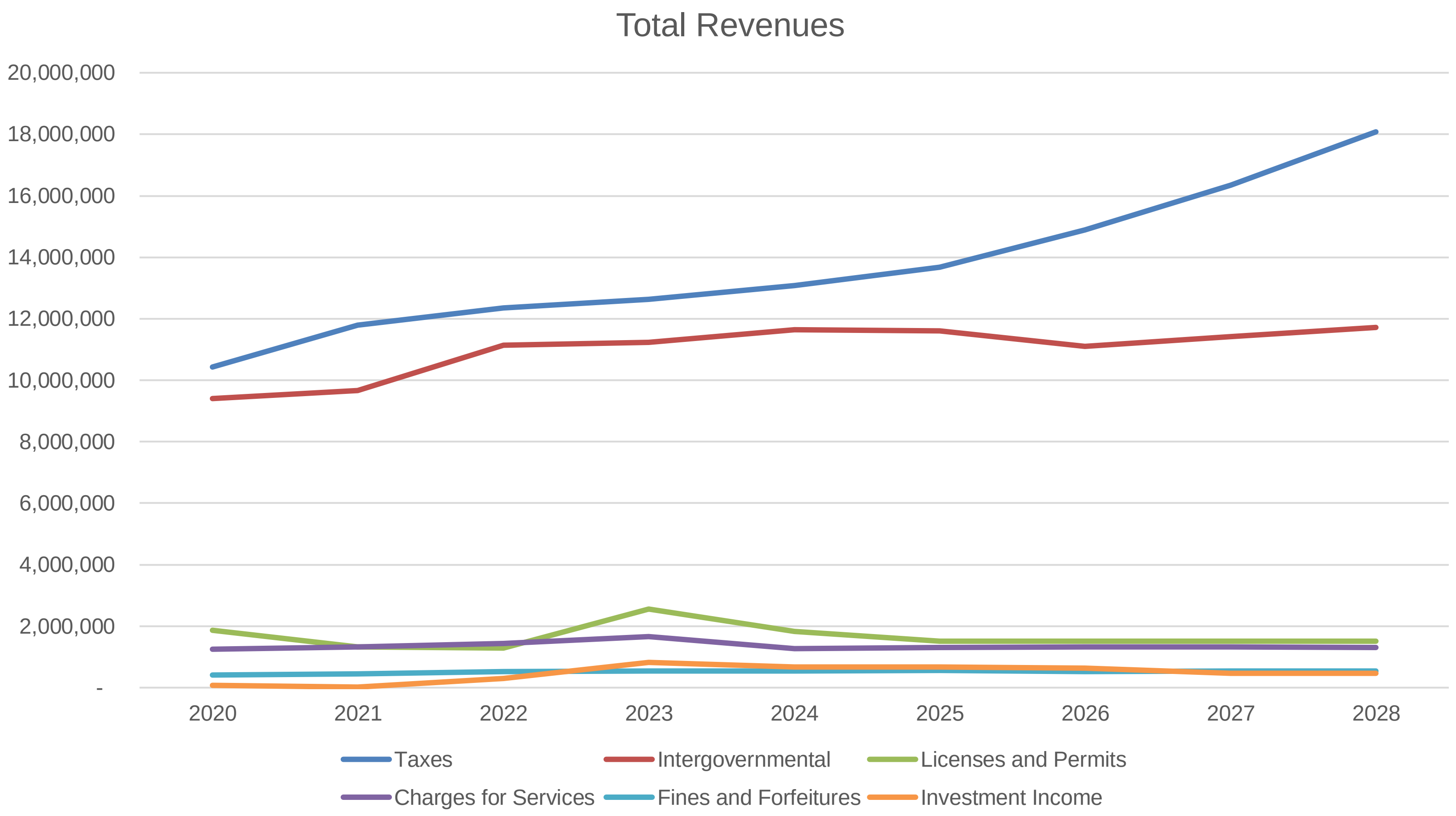
Taxes
Intergovernmental
Licenses and Permits
Charges for Services
Fines and Forfeitures
Investment Income


Total Revenues
20,000,000
18,000,000
16,000,000
14,000,000
12,000,000
10,000,000
8,000,000
6,000,000
4,000,000
2,000,000
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2020
2021
2022
2023
2024
2025
2026
2027
2028
Taxes
Intergovernmental
Licenses and Permits
Charges for Services
Fines and Forfeitures
Investment Income

# VILLAGE OF GLEN ELLYN
# 2024 BUDGET SCHEDULE

| | | |
|---|---|---|
| MUNIS available for department budget entry | | June 28, 2024 |
| Department budgets and draft narratives due | | August 2, 2024 |
| Department budget review meetings with Village Manager | | August 5, 2024<br>September 6, 2024 |
| Village Board Special Workshop | Budget overview, revenues, Q2 2024 financials, reserve transfers | August 12, 2024 |
| Department final narratives due | | September 6, 2024 |
| Capital Improvements Commission - CIP Review | | September 11, 2014 |
| Village Board Workshop - CIP Review | | September 16, 2024 |
| Distribution of draft budget to departments | | September 20, 2024 |
| Distribution of proposed budget to Village Board | | September 30, 2024 |
| Village Board Special Workshop | General Fund | October 7, 2024 |
| Village Board Workshop | Other Funds | October 21, 2024 |
| Village Board Special Workshop | Open Items, if needed | November 4, 2024 |
| Village Board Meeting | Budget public hearing and first reading | November 12, 2024 |
| Village Board Meeting | Tax levy public hearing and first reading | November 12, 2024 |
| Village Board Special Meeting | Budget second reading and adoption<br>Property tax levy second reading and adoption | November 18, 2024 |

June

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| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

July

| Su | Mo | Tu | We | Th | Fr | Sa |
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| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |
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August

| Su | Mo | Tu | We | Th | Fr | Sa |
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| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

September

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| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

October

| Su | Mo | Tu | We | Th | Fr | Sa |
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| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

November

| Su | Mo | Tu | We | Th | Fr | Sa |
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| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

December

| Su | Mo | Tu | We | Th | Fr | Sa |
|---|---|---|---|---|---|---|
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| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |