



Minutes
Village of Glen Ellyn
Special Village Board Workshop
Monday, October 7, 2024
7:00 PM
Glen Ellyn Civic Center, Room 301

A. Call to Order – 7:01 P.M.

B. Pledge of Allegiance

C. Roll Call

Upon roll call by Clerk Cosby, President Senak and Trustees Christiansen, Fasules, Kalinich, Gould, Simon, and Thompson answered “Present.”

Also in attendance: Village Manager Franz, Deputy Village Manager Rodman, Village Attorney Stephanides, Public Works Director Buckley, Public Works Assistant Director Hubsky, Finance Director Brankin, Community Development Director Henaghan, Information Technology Director Chiappetta, Police Chief Norton, Deputy Police Chief Vavra, and Fire Chief Clark.

Capital Improvements Commission Chairperson Szymanski was also present.

D. Audience Participation

There was no off-agenda audience participation.

E. 2024 Property Tax Estimate

1) 2024 Property Tax Levy Estimate

Finance Director Brankin started by saying that the budget process is collaborative and thanked the team for their input and stepping up to do a great job in preparing the budget estimates. Finance Director Brankin then reviewed the revised numbers that were based on feedback received from the Board at the last meeting.

Trustee Kalinich asked about how staff uses the CPI to calculate budget numbers. Trustee Christiansen said she was concerned about not using any part of CPI in the calculations. She was afraid that the Board that if the conditions change in the future the Board could be in a poor situation and felt that CPI needs to be included to set increases. Trustee Christiansen reviewed numbers she had calculated as an example showing the possibility of an increase. President Senak asked if she meant the Village needs to raise taxes more. Trustee Christiansen replied to clarify her statement.

Trustee Thompson thought that the increase was based on new growth plus CPI. President Senak replied this was not necessarily true. Village Manager Franz confirmed that there is no policy on how much to raise property taxes and that the levy can be set however the Board sees fit. Discussion ensued.

Trustee Gould pointed out that the increase would still happen for Village taxpayers, adding that 17% of the finance pie chart is property taxes. She said that if other categories outperform, perhaps property taxes don't need to be increased as much. Trustee Fasules added his thoughts on this. Trustee Gould replied to his comments.

Trustee Thompson thought that the service fees were a shift away from higher property tax increases. Trustee Gould replied.

President Senak stated that he understood the concern with not keeping up with increases which would then necessitate a large tax increase. Trustee Christiansen added that any future impacts to the revenue stream should be planned for now.

President Senak was curious about the tax cap and how it is defined, and that he would like the Board to agree a figure for the tax cap and pass it as an ordinance so residents know what is coming as far as tax increases. Trustee Fasules brought up the implications of this as a home rule municipality. President Senak gave his thought on this.

Trustee Simon agreed that the Board needs to think about the future and that some budget items might need to be given up.

Trustee Christiansen pointed out that some of the items that might be cut are safety items, expressing concern about cutting safety items from the budget.

President Senak asked about the effects of tax raises since 2014. Trustee Thompson answered. New growth numbers of the prior four to five years were discussed.

Trustee Kalinich asked about the scenarios regarding the tax levy that Finance Director Brankin presented at the previous meeting and which ones each Board member favored. Finance Director Brankin spoke. Village Manager Franz clarified that there was not a clear consensus on any.

President Senak said that whatever has been cut from the revised budget could be debated and added back to the budget by the Board. He added that this was just the starting point of the budget process and at this point it is balanced.

Finance Director Brankin said that his property tax talking points had been discussed, and then reviewed the numbers that reflected these points.

Finance Director Brankin stated that the first public reading of the budget would be 11/12/24.

F. 2025 Budget Discussion - General Fund

1) 2025 Budget Discussion - General Fund

Trustee Thompson asked why the capital expenditure budget was lower. Village Manager Franz replied. Trustee Thompson asked where the Community Development software was budgeted. Finance Director Brankin replied.

Village Manager Franz clarified what was meant by Capital Fund, depending upon the item. President Senak asked where computer purchases were budgeted. Finance Director Brankin replied.

Finance Director Brankin showed the General Fund budget highlights, pointing out that there are zero new requested positions as part of the 2025 budget.

Finance Director Brankin showed a detailed breakdown of the budget and then moved into specific items, starting with the Board and Clerk and moving on to the Manager's Office.

President Senak said that one area that concerns him is Economic Development and advertising, that this sector contributes 36% of the revenue and was concerned that their budget was being cut.

Trustee Christiansen asked about the decrease in overtime, as well as decreases in recognition and education. Finance Director Brankin said overtime was down because of staffing and that the recognition and education were part of a different budget.

Finance Director Brankin then reviewed Senior Services. Trustee Simon asked if this included additional services discussed. Village Manager Franz replied, with Deputy Village Manager Rodman adding that the Village rents space from the church for a nominal fee.

President Senak asked if the Senior Services were being raised 11%. Trustee Fasules responded about projections in this budget category. Finance Director Brankin responded.

Finance Director Brankin reviewed the Legal budget, stating that certain legal costs were moved from the Manager's Office cost center for 2025. Trustee Thompson asked if there were expenses with the hearing officer. Village Manager Franz replied. Trustee Thompson asked if outside council was in this budget and what other aspects were included. Finance Director Brankin, Village Manager Franz and Deputy Village Manager Rodman replied.

Finance Director Brankin moved on to Economic Development. He said there was a 10% decrease because seasonal decorations had been moved to Public Works along with another item, which made it look like a big decrease in this budget. Village Manager Franz added information about working with the Alliance and funds directed in this effort. President Senak said that this needs to be continued.

Trustee Thompson agreed with President Senak and added that the investment in the Alliance has led to the Village gaining a greater benefit. The increase in business sales was discussed. Trustee Thompson said that the Alliance was doing a great job in promoting events that bring people to the Village. Discussion continued on this positive note.

Trustee Simon commended the marketing effort of the Alliance as well and stressed that continued support was needed. President Senak agreed that the Village should fund the Alliance. Trustee Thompson added additional thoughts.

Finance Director Brankin then discussed the Human Resources budget, pointing out that it included supervisor training within employee education.

Trustee Simon asked how many personnel were in Human Resources. Finance Director Brankin replied.

Finance Director Brankin moved onto Information Technology. Trustee Christiansen asked about the percent increase in fees. Finance Director Brankin replied.

Trustee Simon asked about the rightsizing effort and if that had increased IT costs. Information Technology Director Chiappetta replied that much of the cost was for licenses and equipment for new employees. Village Manager Franz added information about the

kinds of things the IT department is analyzing to stay up to date.

President Senak asked how many of the fourteen new employees were within the Police Department. Village Manager Franz replied. Chief Norton added information about the commanders of the police force.

Finance Director Brankin reviewed the Finance budget, saying that the projections were low and that the temporary special assistant position had been removed from the budget. Trustee Simon asked if this affected the rightsizing as well. Village Manager Franz replied. Discussion continued.

President Senak asked about the Finance Commission score card. Finance Director Brankin replied that it had not been updated since 2019 and that they were planning on an update soon.

Finance Director Brankin reviewed the Community Development budget.

Finance Director Brankin moved onto the Police Department budget, pointing out a new format that combines cost centers to make it easier to decipher.

President Senak asked about debt service of \$13M in bonds and how much was due to the police station. Finance Director Brankin did not know off the top of his head but said he could find out. Discussion to clarify President Senak's question about debt service continued. President Senak said his reason for wanting to know was his concern that the debt can be covered in the future by the food and beverage tax.

Finance Director Brankin highlighted some of the larger changes in the budget from 2024.

President Senak asked if seized funds can be used for body cameras. Chief Norton and Deputy Police Chief Vavra replied.

President Senak asked if the increase in the police budget was 7%, which would be more than CPI. Finance Director Brankin replied. President Senak pointed out the amount of the increase. Trustee Thompson replied. President Senak followed up with his thought.

Trustee Christiansen pointed out a number in the budget that seemed not to correlate. Finance Director Brankin said the numbers were correct and explained why.

Trustee Thompson asked if this level of increase would happen every year now. Finance Director Brankin replied that it should not be as high in the future. Trustee Thompson asked why it went up as much as it did. Finance Director Brankin replied. Trustee Thompson asked another follow-up question about the future increase for the Police Department. Finance Director Brankin replied.

Finance Director Brankin reviewed the Fire and EMS budget, saying that most of the impact is in the separate Fire Services budget.

President Senak asked if it included capital for the new fire station. Finance Director Brankin said that would be in the Fire Services budget.

Finance Director Brankin then reviewed Public Works administrative and engineering budget. He said there was a decrease from the 2024 budget. President Senak asked a question about staffing. Trustee Simon added her thought. Clarification was given on this point.

Finance Director Brankin went on with the Public Works Streets budget and what it included for 2025. Finance Director Brankin reviewed the Public Works budget for Forestry, highlighting items included in the 2025 numbers. Trustee Simon asked if tree removal was part of Streetscape. Public Works Director Buckley replied.

President Senak asked what the cost of maintenance for the new train station would be and if it would be more than the current cost. Public Works Director Buckley said he thought it would be less and gave reasons for this opinion.

Trustee Christiansen asked if there needed to be more budget allocated to brush pick up due to the increased frequency and strength of storms. Public Works Director Buckley replied.

Trustee Thompson asked how many trees will be planted next year. Public Works Director Buckley replied.

Trustee Thompson asked where the line striping of streets is budgeted. Public Works Director Buckley replied. Trustee Thompson emphasized that this is very important to him and wanted to keep up on striping and make it a priority. Trustee Simon complemented Public Works on their striping work.

Finance Director Brankin presented the Public Works Facilities Maintenance budget, pointing out that this is the first year for this item in the budget.

Trustee Simon asked if the superintendent position was a reclassification of the Facilities manager position. Public Works Director Buckley and Public Works Assistant Director Hubsky replied.

President Senak asked about grant funding as a revenue source and the spreadsheet associated with this and for a copy of that spreadsheet. Village Manager Franz spoke about grant applications and that the Village could use someone dedicated to the application task.

President Senak wanted to know about budgeted amounts not used. Finance Director Brankin replied that he can show budgeted spend to actual spend. Trustee Thompson made a point about surplus budgeting. Discussion ensued about surplus in the budget and its benefit. Trustee Fasules added that a budget is a forecast for a point in time and that the Board's job is to levy funds that will cover it.

Trustee Gould asked about minimizing debt reliance and the thought behind this. Finance Director Brankin replied. Trustee Gould thought that other metrics should be looked at as well. Village Manager Franz gave his thought. Finance Director Brankin contributed his perspective as well.

Trustee Gould asked if there was a way to tell how much in fees and taxes were waived and how many incentives exist currently. Finance Director Brankin and Village Manager Franz replied.

President Senak asked about parking and any continuing effect of COVID on its revenues. He pointed out that if revenues are still not back to pre-pandemic levels, why is the train station project being pursued. Trustee Kalinich reminded President Senak that this was not part of the night's agenda.

President Senak asked about the merit pay adjustment of 3% and the reasons for this. Village Manager Franz replied on "step" raises for unions vs. employees that do not have

this built in. President Senak replied and asked for the figures which would illuminate this.

Chief Norton explained the step approach to merit pay raises for the Police Department and its historical use in this arena. President Senak said he would wait for the data to ask additional questions.

Norris Eber, resident, asked two clarification questions, the first about the amount of property tax income. Finance Director Brankin replied. Mr. Eber's second question was about the State Use Tax. Finance Director Brankin replied.

Mr. Eber asked about the Police Department and the training time for officers. He asked if Chief Norton should be able to hire a recruit when the force is at full employment to cover attrition. Village Manager Franz replied that this has been addressed in the past and the current force could handle the attrition.

President Senak stated that the point of the budget is to provide the services needed for the least amount of money. Trustee Kalinich commented that in August, that was not the philosophy discussed.

Trustee Simon said that the Board needs to be clear on what items will be given up if the property taxes are not increased so that residents are aware of what services they are giving up in order to maintain the tax level.

Trustee Kalinich added that a majority of the Board is not interested in a line-item veto of specific items in the budget, preferring to defer this level of detail to the staff responsible for that particular budget item.

G. Reminders

H. Adjourn – 9:01 P.M.

Mover: Trustee Christiansen; Second: Trustee Thompson. Unanimous vote to adjourn.