

Finance Commission Minutes

October 11, 2024

A. Call to Order

The October 11, 2024, Finance Commission Meeting was called to order at 7:03 a.m. by Chair Chris Goodman, at the Glen Ellyn Civic Center, Room 301.

B. Roll Order

Chris Goodman	Chair	Present
Lea Dan	Vice-Chair	Present
Anne Arnold	Commissioner	Absent
Mike Graham	Commissioner	Absent
Leo Hoerdermann	Commissioner	Present
Grant Lavery	Commissioner	Present
Kevin Moffitt	Commissioner	Present
Brian Niksa	Commissioner	Absent
Scott Waldbusser	Commissioner	Present

Also Present:

Village Manager	Mark Franz
Finance Director	Patrick Brankin
Assistant Finance Director	Michele Chaparro
Village Trustee	Kelli Christiansen
Utilities Superintendent	Nick Burgoni

C. Public Comment

None

D. Approval of Minutes

Approval of the September 13, 2024 meeting's minutes

Motion to Approve Minutes from September 13th, 2024 Finance Commission Meeting
Mover: Commissioner Waldbusser
Seconded by: Commissioner Moffitt
Result: Unanimous Approval

E. Lead Service Line Replacement Discussion

Finance Director Brankin began by stressing that this is just a preliminary discussion, and the goal for this discussion is not yet to present any recommendations to the Village Board. He then introduced Nick Burgoni, Utilities Superintendent, who began discussion on the lead service line replacement program. Nick presented background information to the board to as why the lead service line replacement is necessary. The state rule for replacement was put into effect October 8th, 2024. Currently, Public Works is working on approximately 450 lines that require replacement with another 1800 lines that still need to be inspected to determine if service line replacement is necessary. Finance Director Brankin informed the Commission that the program will be introduced at a November 4th workshop. There are various options on how to fund the program that needs to be formalized and approved by the Village Board. Village Manager Franz stated that the financial impact on the village could be as high as \$10 - 12 million over a period of 10-13 years, which could potentially include both private and public portions of the service lines. It was stated that much of the work would be in central Glen Ellyn. Finance Director Brankin stated that the state does have programs to assist in funding the program, but Glen Ellyn would most likely not qualify for certain programs due to the economic demographics of the Village. Questions were raised on the funding/financing of the program and various funding options were presented to the Commission at a very high level. Finance Director Brankin emphasized that the village is still in the infancy stages of defining the implementation of the program. Discussions ensued on the timing and current progress of replacement program as well as the public's knowledge of the issue of lead piping. Village Manager Franz informed the commission that the Village has in the past and will continue to educate the public on acceptable and unacceptable lead levels and the possibility of replacement of resident's water pipes.

F. General Fund Forecast

Finance Director Brankin began by explaining he will be focusing on expenditures. The expenditures have been categorized to match the budget. The categories are as follows: Personnel, which makes up $\approx 55\%$ of the budget, Contractual Services, Commodities, Debt Service, Capital Outlay and Transfers. Finance Director Brankin provided information that broke down expenditures by department, projected expenditures by function and key assumptions to be aware of when examining the forecast. FD Brankin submitted charts and detailed explanation how each forecasted rate was realized for each of the following categories:

- CPI – a 10-year average of 3.16% was used to forecast.
- Salaries – Salaries is broken down further into two subcategories. It is also noted that the village will not be requesting additional personnel in 2025.
 - Sworn personnel, this covers ≈ 35 of the 45 sworn personnel.
 - Non-sworn personnel, this covers all others not included in Sworn.
- Pension – Pension is also broken down further into two subcategories.
 - IMRF - provides their own employer rate and provides that rate to the village to use in forecasting.

- Police – the contribution is determined by actuarial valuation and the forecast assumes a percentage of covered payroll in future years.
- Health Insurance – the forecast for health insurance is separated by the two types of coverage, HMO and PPO. The forecast uses a weighted average based on recent actuals.

Finance Director Brankin summarized the above expenditure categories and laid out the percentages used for each category. He did stress that there was very little capital outlay included in the forecast and that public works is currently in negotiations with Local 150 for 20 positions to become unionized. Finally, Director Brankin reviewed projected future fund balance and compared these numbers to the Village's General Fund reserve policy.

G. Staff Report

The board appreciation event is October 16th at 5:30 p.m. The budget presentation to the board on Monday October 7th covered the general fund expenditures, revenues were covered in August, the capital plan was covered in September, and October 21st will cover the remaining funds.

Glenwood Station program is progressing. Year 3 of the downtown Glen Ellyn streetscape program should be completed within the month. 2025 will have parking lot renovations. The train station renovation is scheduled to begin in 2026.

H. Chairperson's Report

Chairperson Goodman encouraged commission members to attend the Board appreciation event on October 16th.

I. Trustee Liaison's Report

Trustee Christiansen reported that the village board is reviewing the budget. Additionally, the Civic Betterment Commission townhall meeting is November 2nd from 8 a.m. to 2 p.m. There are 5-6 people running for 3 open Trustee spots and 2 running for Village President. There will be early voting sites at the Police Station and Village Hall. Additional information is on the Civic Betterment Commission website.

J. Other Business

None

K. Reminders

- 1) The next meeting is Friday, November 8, 2024, at 7:00 AM
- 2) Board and Commissions Appreciation Event – October 16, 2024

L. Adjourn

Commissioner Dan moved to adjourn, and Commissioner Hoerdermann seconded. The meeting was adjourned at 8:16 a.m.

Submitted By: Colette Ameche, Recording Secretary