

MINUTES

BOARD / COMMISSION: Finance Commission	DATE:	March 14, 2014
MEETING: Regular	CALLED TO ORDER:	7:06 AM
QUORUM: Yes	ADJOURNED:	8:57 AM
MEMBER ATTENDANCE:	PRESENT:	Chairman Skirvin, Commissioners Ford, Halkyard, Moody, Nathwani, Wallace and Student Commissioner Demos
ABSENT:		Commissioner Geiselhart
ALSO PRESENT:		Trustee O'Shea, Finance Director Wachtel, Village Manager Franz, Assistant Finance Director Coyle, Engineer Minix, Jim Savio of Sikich LLP , Recording Secretary Blake

I. CALL TO ORDER:

This Regular Meeting of the Glen Ellyn Finance Commission was called to order at 7:06 AM by Chairman Skirvin in Room 301 at the Civic Center at 535 Duane Street; Glen Ellyn, Illinois. Roll call was taken, and it was determined that a quorum was present.

II. PUBLIC COMMENT

There was no public comment.

III. APPROVAL OF MINUTES

While reviewing the February 24, 2014 meeting minutes, Director Wachtel noted that changes in financial reporting by the Fire Department are ongoing with a summary page showing general support, ambulance funds and Village funds under development. Commissioners discussed how to show year-over-year comparability. Commissioner Wallace moved, and Commissioner Moody seconded, to approve the February 24, 2014 meeting minutes. The motion was approved unanimously.

IV. FINANCIAL UPDATE

Director Wachtel reported that, between some staff absences and being in the midst of the budget process, staff is still closing February. Thus there is no financial update. It was noted that the Village Board has asked the Commission to become more involved in the budget process; therefore, Commissioners will meet with the Board to ascertain what will be the focus. The Board is going through a zero based budgeting scenario this year because there are so many new Board members, but will likely not do so every year. There was discussion balancing the best use of Trustees' and staff time with the desire to find savings for the taxpayers.

Chairman Skirvin presented his report to the Board. He noted the desire to have a meeting between Commissioners and Trustees. Trustee O'Shea said that after this budget process is complete, Trustees will want to focus on pensions and capital projects.

V. VILLAGE LINKS

Commissioner Moody reported that the team is making good progress in revising the financial reports for the Links now that the restaurant is a much larger part of the operation. Some goals are to be able to assess the profit and loss of Reserve 22 and track revenues per outing. The seasonality of the business makes it more of a challenge. The Board of Trustees is anxious to see a marketing plan, including new signage. The final report will be presented to the Commission at the May 2014 meeting.

VI. CAPITAL PROJECT REPORTING

Assistant Finance Director Coyle discussed the Capital Project Schedule report sheets, starting with FY 2013 projects. Commissioners discussed how to show the 10 year budget. Revenues should be included, particularly as there will be deficits in 2015-16 as currently planned. The Board of Trustees will need to decide what to do with the downtown plans, i.e., proceed, eliminate or revise.

P.E. Minix said that this year's goal is to achieve clarity on the scope of work desired in the downtown business district and how it will be funded. He also discussed some of the reasons for changes in the originally planned costs and revised estimates, including expanded scopes of work and labor and materials increases.

Commissioners continued discussing other aspects of the project schedule worksheets. It was pointed out that the Board receives a close out package for each completed project showing final costs. P.E. Minix said that projects in the feasibility study stage are not currently included on the schedule. However, there was interest expressed to showing what may be coming along in the future. It was also noted that regular maintenance items, such as crack filling and facilities maintenance, are not on the project schedule. Additionally, increased pothole repairs resulting from the difficult winter will not significantly increase the budget. Streets have held up well, and those that did not are on the next five year schedule. Staff work will continue on the project schedule worksheets.

VI. FIVE YEAR SCORECARD

Chairman Skirvin noted that the last Scorecard was done in 2009 by Commissioners. This time, it was outsourced to Sikich LLP. Jim Savio of Sikich LLP joined the meeting to present the draft Scorecard. Commissioners discussed several areas of comparison between Glen Ellyn and other municipalities. These areas included: property values and EAVs; levels of pension funding and debt loads; sales and property taxes per capita; personnel levels and costs; the impact of a volunteer fire department; and public works spending per capita. The data on several slides need to be confirmed.

Commissioners discussed impacts on the sales tax figures. Automobile dealerships have large impacts on municipalities. In Glen Ellyn, the opportunities for additional sales tax revenue are generally along Roosevelt Road, rather than the central business district.

Some of the conclusions are that there is nothing earth-shattering in it. It confirms the impact of a volunteer fire department. Property taxes are high because of the school districts. Glen Ellyn is more efficient than other municipalities. There are limited opportunities to increase sales taxes. Manger Franz will consult with Board members to determine when and how to present the report to the Trustees when it is finalized.

VII. OTHER BUSINESS

Chairman Skirvin announced that he, along with Commissioners Moody and Geiselhart, will not be serving additional terms on the Finance Commission.

VIII. ADJOURNMENT

With a quorum no longer present, the March 14, 2014 meeting ended at 8:57 AM.

Submitted by Karen Blake, Recording Secretary
Reviewed by Finance Director Wachtel