

# MINUTES

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| BOARD / COMMISSION: Finance Commission | DATE:            | May 9, 2014  |
| MEETING: Regular                       | CALLED TO ORDER: | 7:03 AM  |
| QUORUM: Yes                            | ADJOURNED:       | 8:25 AM  |
| MEMBER ATTENDANCE:                     | PRESENT:         | Acting Chairman Ford, Chairman Skirvin, Commissioners Geiselhart, Halkyard, and Moody  |
| ABSENT:                                |                  | Commissioners Nathwani, Wallace and Student Commissioner Demos   |
| ALSO PRESENT:                          |                  | Trustee O'Shea, Finance Director Wachtel; Village Manager Franz, Assistant Finance Director Coyle, Recording Secretary Blake |

## **I. CALL TO ORDER:**

This Regular Meeting of the Glen Ellyn Finance Commission was called to order at 7:05 AM by Commissioner Ford 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**

Former Trustee Cooper commented that this Commission has proved invaluable to the Board of Trustees, and thanked outgoing Commissioners Skirvin, Moody and Geiselhart for their service.

## **III. APPROVAL OF MINUTES**

Commissioner Moody had revisions on the portion of the April 11, 2014 meeting draft minutes pertaining to the Links. Commissioner Skirvin moved, and Commissioner Geiselhart seconded, to approve the April 11, 2014 meeting minutes as revised. The motion was approved unanimously.

## **IV. FINANCIAL UPDATE**

A financial report was not available for the meeting. However, Assistant Director Coyle reported that there is a projected \$1 million surplus for the General Fund for the year, resulting from both revenue increases and savings on expenditures. The surplus is increasing the cash reserves. There will be a Fourth Quarter report available shortly. In response to questions from Commissioners,

Assistant Director Coyle said that the capital budget ended fairly close to budget. It saw \$1.8 million in net income and \$2.8 million in encumbrances. When these two factors are combined, the result would be a \$1.0 million reduction to the fund.

#### **V. FIRE DEPARTMENT REPORTING**

Director Wachtel reviewed Fire Services Financial Review and Projection Report, which shows all dollars flowing to both the Village and the Fire Department, as well as Village and Fire Department spending. The report separates paramedic and fire services activities, shows SSA funds going toward the fire services fund and new fire equipment. It also shows funds being accumulated for both equipment and future facilities. Staff is looking for feedback from the Commissioners.

In response to questions from Commissioners, it was noted that the Village has been, and continues to support the Fire Department with \$100,000 of property tax income in addition to the new revenues from the fire services fee on the water bill. That figure will be reviewed by the Board of Trustees each year. Commissioners discussed the rather complicated nature of the sources of the Village's support for the Department and the use of those funds by the Department. It was noted that each piece of equipment will be analyzed with a view toward leasing or buying when it is time to replace it. There will be several pieces of equipment replaced in the first 10 year capital plan. This will allow funds to be used for other purposes in the following 10 years.

Commissioners would like to see an "all-in" budget showing Fire Department and Village revenue and expenditures as one entity. It is difficult to perceive all the activity. Also, Commissioners would like to review the agreement between the Village and the Department to help with understanding the operations and reserve funding. It is not clear how much fire protection is costing the Village. Additionally, the report should break out EMS and fire services. Staff will continue to revise the report based on the Commissioners' comments.

#### **VI. PROJECT UPDATES**

##### **ECONOMIC DEVELOPMENT**

Village Manager Franz reported that staff is talking to a possible tenant for the Dominick's site. Any draft agreement to provide incentives will be brought to this Commission for review.

The Roosevelt Road TIF district has generated questions from property owners and several ideas. The apartments have been sold, and renovation should be slow but sure. For the office complex, the developer wants to keep offices in the rear and retail in front, although the Village would prefer all retail.

At Five Corners, there was no interest in a second RFP. Staff is currently interviewing brokers to put the property on the market.

There are two potential developments for the downtown area: at the Giesche store site and the McChesney parking lot. Both concepts have been received favorably by Village staff, but the respective developers have work to do to make the economics work. They are similar projects with residential over parking and very little retail.

Manager Franz said that discussions are taking place to annex the Glen Crest subdivision with 26 single family homes south of Roosevelt Road. There was a broader discussion concerning the benefits and drawbacks of annexations. The Village is already providing water and sewer services to some areas, the Village can better control development and it increases the tax base. However, there can be substantial infrastructure costs. The decision is to weigh controlling the boundaries against infrastructure improvement costs. Commissioners expressed concern about the immediate and long term cost to the Village of any annexation.

#### COOPERATIVE EFFORTS

Manager Franz reported that twelve communities are involved in fifteen different public works projects, including sewer lining, tree trimming and painting hydrants. The efforts are not generating large savings at this point, and there is concern that contractors are being locked out of the process as projects get bigger. The hope is for better results in the coming years.

#### VILLAGE INVESTMENT PROGRAM

Director Wachtel reported that staff is working on it.

#### VILLAGE BUDGET

Trustee O'Shea said that the budget is done, and the Board and staff conducted the most thorough review in several years. The staff worked hard on the review.

#### SCORECARD

Some concern was expressed by Trustees by the report which shows Village performance as compared with other municipalities. Commissioner Skirvin noted that the report showed that municipal revenues have recovered from the 2009 recession; however, all municipalities have pension problems.

VILLAGE LINKS

Commissioner Moody said that a time line is being created to implement the reporting changes discussed with the Links staff. Commissioners would like to receive the monthly financial report at the same time the Recreation Commission members receive it.

**VII. THANK YOU TO OUTGOING COMMISSIONERS**

Commissioners Moody, Geiselhart and Skirvin were thanked for their nearly five years of service. Chairman Ford noted that the job of the Commission and what it has been able to do have proved its worth to the Village.

**VIII. OTHER BUSINESS**

The next Finance Commission meeting will be on June 13, 2014 at 7:00 AM at the Civic Center.

**IX. ADJOURNMENT**

Commissioner Geiselhart moved, and Commissioner Moody seconded, to adjourn the meeting. The May 9, 2014 meeting ended at 8:25 AM.

Submitted by Karen Blake, Recording Secretary  
Reviewed by Interim Finance Director Coyle