

**Minutes
Special Village Board Workshop
Glen Ellyn Village Board of Trustees
FY 12/13 Budget Workshop
GENERAL FUND AND RECREATION FUND
March 5, 2012**

Time of Meeting: 6:00 P.M.

Present: President Pfefferman; Trustees Hartweg, McGinley, Cooper, Henninger and Friedberg; Trustee Ladesic until 7:32; Village Clerk Connors. Staff present: Village Manager Franz, Schrader, Wachtel, Hansen, Pekarek, Norton, Coyle, and Barbeau; Hulseberg, Izzo, and Kolze until 9:32 p.m.; Chief Campbell until 9:55 p.m.

1. Roll Call

President Pfefferman called the Special Board Workshop to order at 6:00 P.M. with a roll call. President Pfefferman, Trustees Hartweg, Ladesic, McGinley, Friedberg, Cooper, and Henninger responded "Present."

2. Five Year Historical Audit Review

Village Manager Mark Franz began by explaining that Finance Commissioner Tat Skirvin would review the budget document and present five year projections. The General Fund and Recreation Fund overview will be presented by Finance Director Kevin Wachtel.

Commissioner Skirvin began by recalling that much was learned from the 2011 scorecard so that this year is being presented using a five year history. The presentation is going to be broken down into various funds. The forecast's aim is to provide a balanced budget without relying on property tax to fill the void. The key goals and how to approach them for a five year forecast is different from last year. He provided a summary of five year projections/trends, key revenue assumptions, and long-term plans. Personnel costs were discussed. Recommendations were made based on filling the entire gap between revenue and expense especially in the area of economic development.

3. Five Year Forecast – Governmental Funds

Village Manager Mark Franz explained that the FY12/13 budget aims to keep as close to the previous year as possible with a .1% increase. At the present time, there might be a small shortfall for FY11/12.

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4. FY 12/13 Budget Overview

Finance Director Kevin Wachtel gave an overview of the General Fund. There are 13 funds which are the operating funds of the Village. There is an increase in some funds due to personnel changes. Director Wachtel detailed various expenses that may exceed revenue and other proposed budgeted expenditures for FY12/13. A small surplus is anticipated for some funds in FY11/12. A discussion concerning pension funding and Home Rule Sales Tax followed.

Trustee Ladesic left the meeting at this time.

5. Departmental Budget Overviews:

The respective department managers presented information about their departments including the previous year's accomplishments and staffing changes as well as anticipated modifications, adjustments and proposed projects for the up-coming fiscal year.

Director Staci Hulseberg - Planning and Development Department

Director Matt Pekarek - Recreation Department

Chief Pete Campbell - Glen Ellyn Volunteer Fire Company

Assistant to the Village Manager Kristen Schrader - Administration Department

It was noted that a separate IT Fund may be developed, but under another Department Manager. Director Wachtel was asked to investigate whether the Village was receiving more sales tax from on-line sales this year.

At 9:32 p.m., a recess was called.

The meeting resumed at 9:38 p.m. President Pfefferman and all Trustees present.

Director Julius Hansen spoke about the Public Works Department. It was suggested that Public Works investigate combining with other public entities for landscape maintenance.

Chief Phil Norton spoke about the Police Department.

Director Wachtel discussed the Finance Department and explained that the FY12/13 budget will be less than in the previous year with no staffing changes and the same staff hours including IT staffing. He detailed the general goals. Christina Coyle, the new Assistant Finance Director, was introduced. She is a CPA and just began working for the Village. Director Wachtel thanked all the departments for their efforts in contributing to the budget and Sue Barbeau whose help was invaluable.

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6. Reminders

President Pfefferman reminded all present of the Special Village Board Workshop regarding the Capital and Enterprise Funds and Home Rules Sales Tax on Monday, March 19 at 6 p.m. in the Galligan Board Room.

There will be a Special Village Board Meeting for a Public Hearing following the Regular Village Board Workshop on Monday, April 16, in the Galligan Board Room.

The agenda for Regular Village Board Meeting on Monday, April 23, 2012, at 8 p.m. in the Galligan Board Room will include adoption of the FY12/13 budget.

7. Adjournment

At 10:50 p.m., Trustee Henninger moved, seconded by Trustee Friedberg to adjourn the meeting. All present voted "aye." Meeting adjourned.

Respectfully submitted,

Suzanne R. Connors
Village Clerk