

VILLAGE OF  
**FRANKFORT**  
EST • 1855

FINANCIAL AFFAIRS COMMITTEE MINUTES  
SEPTEMBER 9, 2020

CALL TO ORDER

Chair Gene Savaria called the Financial Affairs Committee meeting to order at 6:44 P.M. on Wednesday, September 9, 2020, at the Village of Frankfort Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Financial Affairs Committee members in attendance included Mayor Jim Holland, Village Clerk Brian Feehery, Trustees Adam Borrelli, John Clavio, Margaret Farina, Keith Ogle, Jessica Petrow, and Gene Savaria; Matt Austin, Ed Galvin, Ronn Kolbash, and Jeff Slovak. Staff in attendance included Administrator Rob Piscia, Asst. Administrator Jeff Cook, Police Chief John Burica, Utilities Director Zach Brown, and Administrative Assistant Theresa Cork. Also present was Don Schwarz. Member Judy Hageman was absent.

APPROVAL OF MINUTES (MARCH 11, 2020)

Trustee Ogle made a motion (#1), seconded by Trustee Farina, to approve the minutes of the Financial Affairs Committee meeting of March 11, 2020, as presented. The motion was unanimously approved.

AUDIT PRESENTATION BY LAUTERBACH & AMEN, LLP

Auditor Matt Beran, from the firm of Lauterbach & Amen, presented an overview of the Village's Comprehensive Annual Financial Report for fiscal year ended April 30, 2020, and answered questions from the committee members regarding the audited financial statements.

Following presentation, Member Slovak a motion (#2), seconded by Trustee Farina, to forward a recommendation to the Village Board to accept the Village of Frankfort's Comprehensive Annual Financial Report for the Fiscal Year ended April 30, 2020, as presented. The motion was unanimously approved.

FISCAL YEAR 2020/2021 APPROPRIATION ORDINANCE

Administrator Piscia presented a brief overview of the Annual Appropriation Ordinance for committee consideration. He reported the appropriation ordinance is typically adopted before the end of the first quarter of each fiscal year however with the emergence of COVID-19 and the resulting statewide public health crisis, Public Act 101-0640 was enacted which gave

municipalities additional time to approve their annual appropriation and budget ordinances. Under the new law, the deadline was extended throughout the duration of the emergency or disaster and for 60 days thereafter.

Administrator Piscia reported the operating budget was passed by the Village Board in April and is a guideline for day to day spending. He explained the appropriation ordinance is an inflated budget document which considers emergency situations that may arise and also includes capital projects that may not be completed during the year. He reported the total proposed appropriation for FY 20/21 is \$51,051,711, which is \$7,221,990 lower than last year's appropriation of \$58,273,701. This decrease mainly relates to the decreased appropriated amount for the Wastewater Treatment Plant Consolidation Program. This year's total appropriation of \$51,051,711 is \$4,399,211 (9.43%) over the total budgeted amount of \$46,652,500. Mr. Piscia noted the appropriation ordinance reduced the budgeted amount for each of the following revenue line items by 15%: sales tax, non-home sales tax, income tax, and motor fuel tax allotments.

Members discussed the appropriation ordinance, economic development, and the financial impact of COVID-19 on the Village. Administrator Piscia reported the Village is approximately 6% under last year's amounts for the first two months of the fiscal year.

Following discussion, Member Slovak made a motion (#3), seconded by Member Austin, to forward a recommendation to the Village Board to adopt the Appropriation Ordinance as presented. The motion was unanimously approved.

### OTHER BUSINESS

- *Letter to Governor Pritzker*

Mayor Holland handed out a draft letter urging Governor Pritzker to consider removing the enhanced mitigation efforts that he recently imposed on restaurants in Region 7, Will and Kankakee Counties. He noted the Governor has so far been immune to any push back from us, legislators, or the Chambers of Commerce in the area. He stated that he intends to send the letter this week and asked members to provide any comments to him. Members suggested to send a copy of the letter to our legislators, Frankfort Chamber of Commerce, and neighboring mayors.

- *Economic Development*

Members briefly discussed extending the RIPPLE Program or exploring similar platforms to help retain existing businesses.

### PUBLIC COMMENTS

There were no comments from the public.

ADJOURNMENT

Hearing no further business, Trustee Ogle made a motion (#4), seconded by Member Austin, to adjourn the Financial Affairs Committee meeting of September 9, 2020, at 7:31 P.M. The motion was unanimously approved.