



FINANCIAL AFFAIRS COMMITTEE MINUTES  
NOVEMBER 10, 2020

CALL TO ORDER

Chairman Gene Savaria called the Financial Affairs Committee meeting to order at 5:30 P.M. on Tuesday, November 10, 2020, at the Village of Frankfort Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

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

APPROVAL OF MINUTES (September 9, 2020)

Trustee Ogle made a motion (#1), seconded by Trustee Farina, to approve the minutes of the Financial Affairs Committee meeting of September 9, 2020, as presented. The motion was unanimously approved.

Trustee Borrelli arrived at 5:31 P.M., following the approval of the minutes.

2020 TAX LEVY

Finance Director Jenni Booth presented a worksheet summarizing six property tax levy scenarios for committee consideration and discussion. She provided an overview of the annual levy process and explained the estimated figures used in the chart. She reported the preliminary Equalized Assessed Valuation (EAV) figures from the Will County Assessor showed an overall increase of approximately 3.44%. She further reported the Village of Frankfort was given a new property estimate of \$10,767,276 by the county and the County Clerk reported C.P.I. of 2.3%. Additionally, the 2019 exemption amount of \$58,404,493 was used in each of the scenarios, noting the 2020 figure is currently not available.

Director Booth explained that each of the scenarios presented include the Police Pension's recommended levy amount of \$1,487,320 and noted the Police Pension Board relied upon the actuarial valuation prepared by an independent actuary for the purpose of determining the recommended levy. This request is \$279,619 higher than last year's levy extension for the Police Pension Fund. She also noted the entire amount of this increase was offset through a decrease in

the police protection line item. Director Booth concluded by recommending property tax levy scenario #6, an extension of \$3,280,161, citing this option will likely be reduced due to PTELL, but will capture new growth.

Committee members reviewed the tax levy worksheets provided and discussed the various scenarios for the 2020 tax levy and past practices of the Village. Mayor Holland noted the Village Board has lowered the property tax rate for the Village portion of residents' property tax bill for the past 30 consecutive years and prefers to structure the rate to continue that practice. Staff noted the Village's rate for 2019 was .3384. If the estimated rate of .3385 is correct, then the Village would consider reducing the rate to .3383, which would be .0001 less than the prior year's rate.

Following discussion, Mayor Holland made a motion (#2), seconded by Trustee Petrow, to forward a recommendation to the Village Board to set the 2020 tax levy extension at \$3,280,161 at a rate of 0.3419 (Scenario #6). The motion was unanimously approved.

Mayor Holland made a motion (#3), seconded by Trustee Ogle, to forward a recommendation to the Village Board to adopt a resolution directing the Will County Clerk to make reductions in the general corporate and police protection line items due to the limitations of the Property Tax Limitation Act, subject to additional review by the Village. The motion was unanimously approved.

#### WAIVER OF FEES

Administrator Piscia presented a proposal to waive annual business, liquor, tobacco, and amusement license fees to help local businesses negatively impacted by the COVID-19 pandemic. He reported the impact to Village revenues would be approximately \$70,000 for liquor, tobacco, and amusement licenses and \$15,000 for business licenses.

Members discussed different ways to help the local businesses most impacted by the pandemic and the mitigation measures which were put in place to help slow the spread of the virus. Members discussed the range of economic impact on businesses and felt it would be appropriate to waive annual license fees and for establishments to request their fees be waived as part of the renewal process.

Following discussion, Trustee Ogle made a motion (#4), seconded by Trustee Farina, to forward a recommendation to the Village Board to approve the waiver of annual license renewal fees for 2021 on an opt-in basis. The motion was unanimously approved.

#### OTHER BUSINESS

There were no other items for discussion.

#### PUBLIC COMMENTS

There were no comments from the public.

ADJOURNMENT

Hearing no further business, Trustee Borrelli made a motion (#5), seconded by Trustee Farina, to adjourn the Financial Affairs Committee meeting of November 10, 2020, at 6:05 P.M. The motion was unanimously approved.