

**The City of Lake Forest
FINANCE COMMITTEE
Proceedings of July 17, 2023 Meeting
6:30 p. m. – City Hall**

I. Call to Order and Roll Call

The meeting was called to order at 6:30 p.m. by Chairman Preschlack. Present: Chairman Preschlack, Mayor Tack, Aldermen Novit, Waldeck, Notz, Powers, Goshgarian, Weber and Walther. Absent: None. Quorum present. There were approximately 20 present in the audience.

Staff present: Jason Wicha, City Manager; Elizabeth Holleb, Finance Director; Diane Hall, Assistant Finance Director; Cathy Czerniak, Director of Community Development, Pete Siebert, Fire Chief; Karl Walldorf, Police Chief; Jim Shaw, Director of Innovation and Technology; Sally Swarthout, Director of Parks and Recreation and Julie Tappendorf, City Attorney.

Others present: There were approximately 11 people in the audience.

II. Consideration of Minutes from the Finance Committee Meeting Held on April 17, 2023

Alderman Novit made a motion to approve the minutes from the Finance Committee meeting held on April 17, 2023. The motion was seconded by Alderman Weber. The motion carried by roll call vote 8 - 0. Alderman Waldeck abstained from voting.

III. Annual Report of the Cemetery Commission

Mr. John Anderson, Cemetery Commission Chair reviewed the Commission's Mission Statement. He provided an overview on how the investment policy is reviewed each year. He reviewed the investment balances as of April 30 for the years 2008, 2022 and 2023. The current balances include cash held by the City. Operating revenues are currently covering operating expenses. Cash balances will be reviewed to see if any excess cash should be moved to the investment account. He reviewed the current allocation of investments compared to the investment policy. The Cemetery will borrow \$905k from the City to be paid back over 10 years to fund the Memorial Garden Phase II project. An update was provided on the status of the Memorial Garden project, as well as a construction of a maintenance building.

The Committee discussed if land is available for expansion of the Cemetery. There are no additional properties for expansion. With a high demand for Cemetery lots, prices are reviewed to stay within the market.

IV. Fire and Police Pension Board Investments

Ms. Elizabeth Holleb, Finance Director stated in years past, the Police and Fire Pension Boards would have provided investment presentations. With Public Act 101-0610 effective January 2020, investment assets of all local Police and Fire Pension Boards have been consolidated into two funds. The City's Police and Fire Pension Boards maintain control over benefit determinations and administer benefits. The consolidated funds will provide better investment opportunities and reduced investment expenses. She reviewed the current investment allocations for both funds.

The Committee discussed who administers the funds. The funds are separate from the State and 9 members are elected to each board, 5 police/fire representatives and 4 municipal representatives.

Finance Committee Meeting
Minutes – July 17, 2023

V. FY2025 Budget Calendar

Ms. Holleb provided an overview of the FY25 budget calendar and noted the dates of the two budget workshops.

Alderman Notz made a motion to approve the FY2025 Budget Calendar. The motion was seconded by Alderman Weber. The motion carried unanimously by voice vote.

VI. Other Business

- 1) May 2023 Flash Report – Ms. Holleb provided a demonstration of the new Flash Report that has been posted to the City's website
- 2) July 17 City Council Agenda Items – Ms. Holleb provided an overview of the Appropriation Ordinance.
- 3) Pension Subcommittee Meeting – Ms. Holleb provided an overview of the committee's meeting with the actuary and two pension boards. Final reports to be presented at the Finance Committee's October meeting.
- 4) State FY24 Budget – Ms. Holleb provided an update on the State's budget, which was adopted after the City's budget. The City is estimating \$93,000 in additional revenue from Income Taxes.

VII. Opportunity for the Public to Address the Finance Committee

No comments were made.

VIII. Adjournment

There being no further business, Alderman Powers moved, seconded by Alderman Weber, to adjourn the meeting at 7:15 p.m. The motion carried unanimously.

Respectfully Submitted,

Diane Hall
Assistant Finance Director