



Village of Bayside
9075 N Regent Road
Finance & Administration Committee
November 11, 2024
Village Board Room, 7:00 p.m.

FINANCE & ADMINISTRATION COMMITTEE MEETING MINUTES

I. CALL TO ORDER AND ROLL CALL

Chairperson Barth called the meeting to order at 7:00 p.m.

ROLL CALL: Trustee Mike Barth
Trustee Ben Minkin - excused
Trustee Bob Rudman
Kavin Tadamrongwanish
Josh Roling
Barry Goldman – 1st Alternate

Also Present: Village Manager Andy Pederson
Administrative Services Director Rachel Safstrom
Assistant Village Manager Leah Hofer

II. BUSINESS

A. Approval of May 16, 2024 meeting minutes.

Motion by Mr. Roling, seconded by Trustee Rudman, to approve the May 16, 2024 meeting minutes.
Motion carried unanimously.

- A. Discussion/recommendation on:
1. General Fund
 2. Sanitary Sewer Enterprise Fund
 3. Stormwater Utility Fund
 4. Public Safety Communications Fund
 5. Long Term Financial Services Fund
 6. Tax Incremental Financing District #1 Fund
 7. Public Safety Capital Fund
 8. Public Works Capital Fund
 9. Administrative Capital Fund
 10. Public Safety Communications Capital Fund

Assistant Village Manager Hofer provided an overview of the 2024 Budget document, reviewing the 2024 accomplishments, 2025 goals, performance measurement program and fiscal analysis. Grant revenue applied for year to date is \$12,391,042 and the amount received year to date is \$71,552.63.

Ms. Hofer stated in 2024 the Village received several awards including the 2024 Certificate of Excellence from the ICMA.

Ms. Hofer reviewed the accomplishments of the Administrative Services Department. Of significant note staff developed and hosted the inaugural Bayside youth Citizens Academy, implemented AI Search function on the Village's website, and administered three elections assisting 6,336 voters.

Manager Pederson stated the proposed 2025 Budget is in compliance with expenditure restraint restrictions and levy limits. Mr. Pederson stated the overall property tax levy was proposed to increase by 2.99% from 2023. The full tax levy increase is \$146,060. A portion of the allowable increase is due to the provision allowing the same tax levy increase as the expenditures for the Village's portion of the North Shore Fire/Rescue budget. The proposed 2024 tax levy is \$5,025,242. The mill rate is proposed to increase from \$5.47 in 2023 to \$5.55 in 2024.

Manager Pederson stated the fee schedule was recommended to be revised to update the Sanitary Sewer User Fee from \$536 to the 2025 rate of \$555 and Stormwater User Fee from \$264 to \$266 per household. The Commercial Sewer User Fee rate per 1,000 gallons was proposed to be \$5.05. The Proposed 2025 Budget maintains the same level of services and events as in the past.

Motion by Trustee Rudman, seconded by Mr. Tedamrongwanish, to recommend approval of the 2025 proposed budget to the Village Board. Motion carried unanimously.

- B. Discussion/recommendation on Resolution 24-21, a resolution adopting the 2025 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates.
- C. Discussion/recommendation on Resolution 24-22, a resolution adopting the 2025 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate.
- D. Discussion/recommendation on Resolution 24-23, a resolution adopting the 2025 annual budget and establishing the 2024 tax levy.

Motion by Mr. Tedamrongwanish, seconded by Mr. Roling to recommend the Village Board adopt Resolution 24-21, a resolution adopting the 2025 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates; Resolution 24-22, a resolution adopting the 2025 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate; Resolution 24-23, a resolution adopting the 2025 annual budget and establishing the 2024 tax levy as presented. Motion carried unanimously.

- E. Discussion/recommendation on 2025 Village Financial Policies.

Motion by Mr. Roling, seconded by Mr. Tedamrongwanish, to recommend the Village Board approve the 2025 Village Financial Policies. Motion carried unanimously.

- F. Discussion/recommendation on 2025 Village goals, performance measure, and fiscal analysis.

Motion by Mr. Roling, seconded by Mr. Tedamrongwanish, to recommend the Village Board approve the 2025 Village goals, performance measure, and fiscal analysis. Motion carried unanimously.

G. Discussion/recommendation on 2025-2045 Capital Improvement Program.

Motion by Mr. Tadamrongwanish, seconded by Trustee Rudman, to recommend the Village Board approve the 2025-2045 Capital Improvement Program. Motion carried unanimously.

III. ADJOURNMENT

Motion by Trustee Rudman, seconded by Mr. Tadamrongwanish, to adjourn the meeting at 7:55 p.m. Motion carried unanimously.