



Village of Bayside  
9075 N Regent Road  
Finance & Administration Committee  
November 9, 2022  
Village Board Room, 4:00pm

## FINANCE & ADMINISTRATION COMMITTEE MINUTES

### I. CALL TO ORDER and ROLL CALL

**Chairperson:** Mike Barth  
**Committee Members:** Bob Rudman  
Darren Fisher –(at 4:03p.m.)  
Josh Roling  
Kavin Tadamrongwanish

**Also Present:** Village Manager Andy Pederson  
Administrative Services Director Rachel A. Safstrom  
Assistant to the Village Manager Leah Hofer  
Police Chief Thomas Liebenthal  
Communications Center Director Liane Scharnott

### II. BUSINESS

- A.** Discussion/recommendation on the 2023 proposed budget.
1. General Fund
  2. Sanitary Sewer Enterprise Fund
  3. Stormwater Utility Fund
  4. Public Safety Communications Fund
  5. Long Term Financial Services Fund
  6. Public Safety Capital Fund
  7. Public Works Capital Fund
  8. Administrative Capital Fund
  9. Public Safety Communications Capital Fund

Manager Pederson provided an overview of the 2023 Budget document, reviewing the 2022 accomplishments, 2023 goals, performance measurement program and fiscal analysis. Grant revenue applied for year to date is \$5,582,717 and the amount of received year to date is at \$270,871. The proposed 2023 Budget is in compliance with expenditure restraint restrictions and levy limits. Manager Pederson stated the overall property tax levy was proposed to increase by 2.68% from 2021. The full tax levy is \$125,245. 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 North Shore Fire Rescue budget. The proposed 2022 tax levy is \$4,790,251, the mill rate was proposed to decrease by 11.1% from \$6.74 in 2021 to \$5.99 in 2022.

Manager Pederson stated the Strategic Initiative Implementation and Plan are included in the budget document and there were 15 Village Goals and 45 Objectives established in 2021. He reviewed the key Accomplishments for Administration in 2022.

Manager Pederson stated in 2022 the Village received several awards including the 2022 Certificate of Excellence from the ICMA.

Manager Pederson provided an overview of the Village Financial Policies. The Village qualified for a State Expenditure Restraint Program and received \$78,786 in State Aid in 2022. Overall budgeted State Aids decreased in 2023.

Manager Pederson stated the fee schedule was recommended to be revised to update the Sanitary Sewer User Fee from \$496 to the 2022 rate of \$505 and Stormwater User Fee from \$244 to \$253 per household. The Commercial Sewer User Fee rate per 1,000 gallons was proposed to be \$4.18. The Proposed 2022 Budget maintains the same level of services and events as in the past.

- B. Discussion/recommendation on a resolution amending Resolution 22-16 revising the fee schedule as referenced by the Village of Bayside Municipal Code.
- C. Discussion/recommendation on a resolution adopting the 2023 annual budget and establishing the 2022 tax levy.
- D. Discussion/recommendation on a resolution adopting the 2023 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates.
- E. Discussion/recommendation on a resolution adopting the 2023 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate.
- F. Discussion/recommendation on 2023 Village Financial Policies.
- G. Discussion/recommendation on 2023 Village goals, performance measure, and fiscal analysis.
- H. Discussion/recommendation on 2023-2043 Capital Improvement Program.

Motion by Trustee Rudman, seconded by Trustee Fisher to recommend the Village Board approve the 2023 proposed budget; the resolution amending Resolution 22-16 revising the fee schedule as referenced by the Village of Bayside Municipal Code; a resolution adopting the 2023 annual budget and establishing the 2022 tax levy; a resolution adopting the 2023 sanitary sewer enterprise budget and establishing the Residential and Commercial Sewer User Fee rates; a resolution adopting the 2023 stormwater revenue fund budget and establishing the Equivalent Runoff Unit rate; 2023 Village Financial Policies; Village goals, performance measure, and fiscal analysis; and 2023-2043 Capital Improvement Program . Motion carried unanimously.

### **III. ANY OTHER BUSINESS AS MAY PROPERLY COME BEFORE THE COMMITTEE**

None

### **IV. ADJOURNMENT**

Motion by Mr. Roling, seconded by Trustee Rudman, to adjourn the meeting at 5:11 p.m. Motion carried unanimously.