

# CITY OF COUNTRYSIDE

*803 Joliet Road  
Countryside, IL 60525  
[www.countryside-il.org](http://www.countryside-il.org)*



## **Meeting Minutes Regular Meeting of the FINANCE COMMITTEE**

Wednesday, September 25, 2024

7:00 PM

Council Chambers

### **Committee Members**

**Chairman: John Finn  
Treasurer: Courtney Bolt  
Alderman: Thomas Mikolyzk  
Alderman: Thomas Frohlich**

**1. Call to Order**

The meeting was called to order at 7:00 PM.

**2. Roll Call**

Those physically present were as follows:

**Present:** Chairman Finn, Alderman Mikolyzk, and Alderman Frohlich

**Absent:** Treasurer Bolt

**3. Communications from the Public**

None.

**4. Approval of Minutes**

**4.a.** The minutes of the Regular Meeting of August 29, 2024 were previously distributed to the Board Members. There being no changes, the minutes of August 29, 2024 were approved as presented.

**A motion was made by Alderman Mikolyzk to approve the Finance Committee Meeting Minutes of August 29, 2024, seconded by Alderman Frohlich and carried unanimously.**

**5. Business from the Committee for Discussion, Consideration and if so Determined, Action Upon:****5.a. Presentation of the investment report for the first fiscal quarter ended 7/31/24.**

Finance Director Schutter stated that the City's cash and investments are held in several different accounts generally described as demand deposits, money markets, IMET pooled investments in the convenience fund, and the City's self-directed investment account at US Bank. The City's account balance through 7/31/24 has a fund balance requirement (general fund) to maintain at least 50% of the budgeted expenses on hand. The City has maintained over 60% of expenses in cash and investments which tend to be lower/more conservative than the fund balance. As of July 31, 2024 the City is holding just under 65% of current budgeted expenses in cash/investments (excluding bond proceeds). The fund balance policy for the water fund is to maintain at least 35% of expenses in cash/investments, the fund is currently at just over 48%.

The City portfolio at US Bank had a fair market value of over \$8.86 million, a yield to worst of 3.54%, a yield to maturity of 3.99%, annual income of \$407,025 and an overall

credit rating of AA. The portfolio has absorbed some book losses over the last eighteen months or so from the premium nature of the municipal securities, sharply rising interest rates, and significant market volatility. The interest rates peaked (10/19/23) have shown declines in the middle to longer part of the curve resulting in gains in the portfolio.

**5.b. Consideration to approve the monthly treasurer's report through July 31, 2024.**

Finance Director Schutter stated that the July Financial statements reflect a positive variance of just under \$464K in the general fund. The revenue result was due primarily to positive variances in investment income (\$289K), building permits (\$144K), and sales tax (\$29K). The heavy permit activity was primarily related to the Gerald Honda remodel project with a construction value in excess of \$4 million.

Expenses are trending at about \$82K under budget, primarily from positive variances in the Public Works Department. We have a smaller variance in the Police Department at \$15K partially offset by unfavorable activity in information technology and general administration. The positive variance namely came from lower equipment/infrastructure maintenance and contractual/consulting costs. In total the fund is showing a positive surplus variance of just over \$545K through the first fiscal quarter of fiscal year 2025.

The capital projects fund investment income is up primarily from investment gains experienced on a fiscal YTD basis. Expenses are trending at \$60K over budget likely due to variances in the monthly budget allocations (timing differences).

City Administrator Paul stated that now that the City Council approved buying the land across the street, it appears we have adequate funds to pay for the land. Do we need a budget amendment for this? Finance Director Schutter said yes and we can do the amendment at the end of the year and put it in the capital fund.

The Flagg Creek Golf Course fund's YTD green/league fees now exceeded the prior year and budget by nearly \$13K and \$31K respectively. In total, revenues for the course exceeded the prior year and budget by just over \$58K and \$93K respectively, primarily from year over year growth in greens fees, cart fees, range revenues, and concession activities.

Year to date capital outlays total just under \$137K and consist of the following: approximately \$99K was spent in the maintenance department for the purchase of an out-front mower and two new utility carts (\$56K), in addition to the purchase of the Jacobson riding greens mower (\$43K) that carried over from last year, a \$10.7K deposit was made to Beverly Environment to perform the rip rap work on pond #1, \$5K to restore the pollinator gardens, and just over \$22K was expended on the new deluxe U-max beverage cart.

More labor was deployed in the first three months of the fiscal year and overall rates have increased from an upward adjustment to minimum wage levels as well as step and cola increases that affected full time salaried personnel.

Based on the revenue and expense analysis noted above, the golf course is showing a surplus of \$344K versus a surplus of \$480K achieved in the prior year. When adjusting for capital outlays the bottom line performance is nearly identical to last year through the first three fiscal months.

**A motion was made by Alderman Mikolyzk to approve the monthly treasurer's report through July 31, 2024, seconded by Alderman Frohlich and carried unanimously.**

**6. Other Committee Business.**

None.

**7. Adjournment.**

**There being no further business to discuss, Alderman Mikolyzk motioned to adjourn, seconded by Alderman Frohlich and carried unanimously.**

**Chairman Finn declared the meeting adjourned at 7:17 PM.**

APPROVED:

Respectfully Submitted,

---

Chairman John Finn

/km