

**Troy Township
Finance Committee Meeting Minutes
Monday, March 18, 2024
5:00 p.m.**

Committee Chairman Trustee Bryan Kopman called the meeting to order at 5:00 p.m.

The Pledge of Allegiance was recited, led by Jennifer Dylik.

Committee Members in Attendance:

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| • Chairman Trustee Bryan Kopman | • Vice-Chairman Trustee Jerry Nudera |
| • Supervisor Joseph D. Baltz | • Assessor Kimberly Anderson |
| • Highway Commissioner Thomas R. Ward | • Administrator Jennifer Dylik non-voting member (acting as Secretary) |

A quorum is established.

Others in attendance: Collector Dawn Damiani; Trustee Johnnie Greenwood; Clerk Larry Ryan (arrives at 5:07 p.m.)

Chairman Kopman asked twice for any guests or citizen comments. No other guests were present, no comments made.

Chairman Kopman turned the meeting over to Administrator Dylik for the review and discussion of the Town Fund budget including the Assessor's budget.

Administrator Dylik reported that she would move right into the discussion of the Town Fund budget expense line items. If attendees had any questions about the budget proposal topics of demographics, organizational charts, fund structures, etc. she would be happy to address them.

Before beginning the explanation of expenditures, Dylik reported that the 2023 tax levy extension figures were received on Friday, March 15, 2024. Although rates were expected to decrease, rates increased slightly by .0001 - .0002. As committed during the levy process, Supervisor Baltz will reduce the Town Fund levy to be .0001 less than last year's rate. When calculating the rate, you take the overall assessed value and reduce the value by TIF districts, exemptions, new construction, etc. to get your adjusted valuation base. When the estimate of the levy was done, the Township used figures provided by Will County for the values of the TIF districts, exemptions, new construction, etc. The figures provided by the County and that were used to reduce the total assessed value in the estimate, were undervalued as followed:

- Exemptions – off by more than \$16,000,000
- Joliet TIF – off by more than \$642,000
- Rockdale TIF – off by \$4,793.00
- Shorewood TIF – off by more than \$991,000

Add this together and it significantly lowers the total valuation base which makes the tax rate go up. The Road and Bridge rate will not be adjusted because of County Aid to Road and Bridge but the Town Fund rate will be adjusted down so that the rate on the tax bill will be .0001 less than last year's rate.

Clerk Ryan arrives at 5:07 p.m.

Dylik then reviewed the budgeted expenses and detail outlined in the budget proposal for the Town Fund starting on page 34. She reviewed each line item including salaries, IMRF, health insurance, office supplies, training, mileage & travel, dues, building maintenance, etc. Dylik spent time detailing expenditures proposed under maintenance of equipment that include a phased replacement of the Johnson Controls VAV's throughout the building, replacing 3-4 per year as the VAV's have reached the end of their useful life.

Dylik reviewed the planned Capital Outlay expenditures for the 2024-2025 fiscal year including:

- Computer Replacement/Upgrades.....\$5,000.00
- Office Decor (picture frames, bulletin boards, dry erase boards, décor, etc.)\$1,000.00
- Wireless Microphone System for Board Meetings.....\$2,500.00
- New 48 POE Switch (\$2,000.00 Town / \$2,000.00 Assessor)\$2,000.00
- New Multi-Function Print/Copy Unit.....\$8,000.00
- New Township SUV (\$20,000.00 Town / \$20,000.00 Assessor)\$20,000.00
- Contingency for All Above\$5,000.00

Under revenue, Dylik pointed out a new revenue line item for "Senior Fees". She explained that seniors who wanted to be members of the informal "senior club" (now disbanded) would pay dues to club, and the club would then cover a portion of the expense for trips and special event/parties. This revenue line item will allow the township to charge minor fees to help offset the cost of trips, parties, and special events.

Dylik reported that an extra \$10,000 was added to the line item of Senior Services Out of House to help cover Pace Dial-a-Ride expenses should the Pace Subsidy run out as it did in the fall of 2023.

For the line item of Other Professional Services, Dylik discussed the implementation of a possible mass texting solution that would be split between the Road District and the Township. Services being considered include Civic Plus, GoGov, Dial my Calls and more. Both the Township and Road District Decennial Committees recommend improved communication to residents about emergencies, road work projects, events, etc. These services would be vetted by Dylik and Highway Commissioner Ward and a proposal brought back to the Board for approval. Dylik is also exploring a service for archiving social media postings.

Lastly Dylik reviewed a new expense line item of Community Service totaling \$10,000.00 to fund a partnership with Thriveworks® to provide mental health services for the uninsured or underinsured residents of Troy Township. This program is already up and running in the City of Joliet and Plainfield Township with much success. Washington Township and Joliet Township are coming on board as well. Joliet Township Highschool District is a funding source for their students in this program. If the budget is approved with this new expense line item, Dylik will work with Thriveworks® to bring the program and contract/agreement to the Board for their consideration. Clerk Ryan commented that City of Joliet Fire Chief, Jeff Carey is very involved with the program and that they have seen a reduction in the number of calls from repeat users.

Wrapping up the Town Fund budget, Dylik distributed updated budget vs. actual figures noting that the Town Fund is estimated to end the 2023-2024 fiscal year with approximately \$1,462,849.00 in revenue; \$1,283,318.00 in expenditures resulting in a net change in fund balance to \$179,530.00 compared to a

budgeted net change in fund balance of \$6,139.00. The 2023-2024 FY is estimated to end with a total fund balance of \$1,162,347 or approximately 11.18 months of reserve. The proposed 2024-2025 fiscal year budget for the Town Fund projects \$1,512,017.00 in revenue, \$1,458,900 in expenses, with a positive change in fund balance of \$53,117.00.

Supervisor Baltz complimented Ms. Dylik on the thorough budget proposal and presentation. Chairman Kopman inquired about the 75% increase to the budget amount in Maintenance of Equipment. Dylik explained the addition of \$8,500.00 for the replacement of the B&G Hot Water Pump which was expected to occur in April but was just completed in March and the addition of the \$9,000.00 for the Johnson Controls phased replacement of the VAV's.

Chairman Kopman inquired if there was any indication from Pace about cost projections/increases for the Dial-a-Ride program. Dylik reported that no projections have been received.

No other questions were raised about the Town Fund budget.

Chairman Kopman excused himself and left the meeting at 5:35pm. Vice-Chairman Jerry Nudera took over leading the meeting.

Administrator Dylik then reviewed the expenses and detail outlined in the budget proposal for the Assessor's budget including salaries, IMRF, insurance, mileage & travel, training, etc. Capital Outlay expenditures for the Assessor's Department include:

- Computer Replacements/Upgrades\$5,000.00
- New 48 POE Switch (\$2,000.00 Town / \$2,000.00 Assessor)\$2,000.00
- New Multi-Function Print/Copy Unit.....\$6,000.00
- New Township SUV (\$20,000.00 Town / \$20,000.00 Assessor)\$20,000.00
- Contingency for All Above\$2,000.00

Dylik asked for any questions on the Assessor's budget. No questions were raised.

Administrator Dylik reviewed the General Assistance budget reporting that a small amount of revenue will come from property tax dollars. The expense line items are detailed on page 52 and include insurance, postage for the newsletter, publishing and printing of the newsletter, mileage & travel, training, other professional services, accounting services and the General Assistance and Emergency Assistance financial assistance funds. Supervisor Baltz commented that 20 years ago the General Assistance budget was much higher. He attributes the lower expense to the vast array of social service agencies in our area that offer assistance. Dylik also reported that year over year, calls for financial assistance are up 313%.

Vice-Chairman Nudera asked for any other questions regarding General Assistance. No questions were raised.

Administrator Dylik began the overview of the proposed Road District budget but before doing so, Dylik reported that Corporate Personal Property revenue was down in 2023-2024 for both the Road District and Township and therefore revenue in that line item was reduced accordingly for both funds. Supervisor Baltz reported that the Road District's 2023 Levy will be accepted as extended and not voluntarily lowered like the Town Fund's levy. This is done because of the Road District receiving County Aid to Road and Bridge.

Dylik summarized the budget line items as outlined in the budget proposal on pages 60-61 including receipt of ARPA funds for the Ron Lee Estates Stormwater Improvement project and a possible mass texting service for improved communication to residents. Highway Commissioner Ward complimented Dylik on the budget proposal and presentation.

Vice-Chairman Nudera asked for any other questions regarding the Road and Bridge Fund budget. No questions were raised.

Vice-Chairman Nudera asked if anyone felt another meeting was necessary. Supervisor Baltz recommended moving to the next agenda item and that he didn't feel another meeting was necessary.

Motion made by Highway Commissioner Ward, seconded by Assessor Anderson to recommend the 2024-2025 Town Fund Budget including the Assessor's Budget as presented today to the Township Board for approval. Roll Call Vote: Kopman-Absent; Nudera-Aye; Baltz-Aye; Anderson-Aye; Ward-Aye. 4 Ayes; 0 Nays; 1 Absent. Motion carried.

Motion made by Highway Commissioner Ward, seconded by Assessor Anderson to recommend the 2024-2025 General Assistance Fund Budget as presented today to the Township Board for approval. Roll Call Vote: Kopman-Absent; Nudera-Aye; Baltz-Aye; Anderson-Aye; Ward-Aye. 4 Ayes; 0 Nays; 1 Absent. Motion carried.

Motion made by Supervisor Baltz, seconded by Assessor Anderson to recommend the 2024-2025 Road & Bridge Budget as presented today to the Township Board for approval. Roll Call Vote: Kopman-Absent; Nudera-Aye; Baltz-Aye; Anderson-Aye; Ward-Aye. 4 Ayes; 0 Nays; 1 Absent. Motion carried.

Vice-Chairman Nudera asked for any other business. No other business was brought forward.

Motion made by Supervisor Baltz; seconded by Highway Commissioner Ward to adjourn the meeting at 5:53 p.m. Motion carried.

Submitted:

Jennifer Dylik
Secretary