

**VILLAGE OF BEACH PARK**  
**Minutes of the July 15, 2020**  
**Finance Committee Meeting**

**Meeting Conducted via Zoom**

**Attendees:**

Marc Huber – Administrator	Trustee Don Jensen – Committee Chair
Peggy McHugh – Finance Director	Trustee Regina Miller – Member
Adrian Marquez – Public Works Director	Trustee Linda Sittig – Member

Roll call was dispensed with and the meeting brought to order at 6:00 p.m. Trustee Sittig arrived shortly after meeting started.

**June 17, 2020 meeting minutes:**

Chairman Jensen asked if there were any questions or comments on the minutes from the last meeting. After some discussion about the Lake County Animal Control billing methodology, the minutes were approved as presented. Trustee Miller made a motion to approve the June 17, 2020 minutes. Chairman Jensen seconded. Minutes approved.

**Monthly Finance Report:**

Trustee Jensen then moved to the next item on the agenda, the June Finance Report. Finance Director Peggy McHugh summarized the results so far. Discussion was had on the lower fine revenue which has been on the decline. Administrator Huber commented that with an uptick in traffic we may see some increase in revenue.

**FY 21 Revenue Forecast:**

The next item on the agenda is the updated revenue forecast. Peggy McHugh gave the committee an overview of the spreadsheet and discussion occurred. The updated forecast shows the General Fund coming in on budget but with only two months so far, there are still a lot of unknowns. Staff will continue to update the spreadsheet as the year progresses and keep the committee informed.

**Employee Handbook:**

Discussion then moved on to the employee handbook. Chairman Jensen started by saying he is comfortable with the handbook but did point out a couple of items staff may want to clean up, just small clarifications. Discussion was had. Chairman Jensen asked staff to provide hard copies to the committee to make it easier for them to review. Staff will provide the hard copies and the committee will provide feedback in advance of next month's meeting.

**Budget Amendment:**

Peggy McHugh summarized the budget amendment ordinance and Exhibit A which shows the funds with the amendments, both line items are previously approved overages. Committee is in favor of bringing the ordinance forward to the board. It will be on the agenda for the July 23rd Village Board Meeting.

**Warrant Lists:**

Chairman Jensen then moved to the warrant list questions on the last two bill runs. Discussion was had on the monthly data bill for the water tower and lift stations that have S.C.A.D.A. systems, and Public Works Director Marquez provided an update on the most recent installations. One of the other warrant

list questions was regarding the \$800.00 invoice for the Zion Township quarterly publication. Administrator Huber commented that they are asking the village to participate again this year and he would like feedback from the committee. The committee does not see the benefit of the newsletter and sees this as a cost savings opportunity. They are not in favor of the village continuing to participate. Administrator Huber thanked the committee for their input and said he will also discuss this with the Mayor.

**New Business:** None

**Public Comment:** None

**Adjourn:** Chairman Jensen made a motion and Trustee Miller seconded. The Finance Committee meeting was adjourned at 6:52 pm.

**Next Finance Committee Meeting:** Wednesday, August 19, 2020 at 6:00 p.m.