NOTICE AND AGENDA FOR REGULAR MEETING

OF THE VILLAGE OF CAMPTON HILLS
FINANCE COMMITTEE
40W270 LaFox Road
Campton Hills
OCTOBER 28, 2026
7:00 P.M.

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1. Call to Order

2. Roll Call

3. Public Comment

4. Motion to approve the meeting minutes of September 10, 2026 Special Meeting

5. Discussion Items
    a. Review purchasing procedures
    b. Discuss timeline for 2027 budget process
    c. Update from Bob and Austin

6. Motion to Adjourn

Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the Village of Campton Hills at 630-584-5700 promptly to allow the Village to make reasonable accommodations for those persons.

Further details and information can be found in the agenda packet either attached, online at camptonhills.illinois.gov or in person at Campton Hills Village Hall.

MINUTES OF THE SPECIAL MEETING
OF THE FINANCE COMMITTEE OF THE VILLAGE OF CAMPTON HILLS
SEPTEMBER 10, 2026
7:00 p.m.

1. Chair Binetti called the meeting to order at 7:00 pm

2. Chair Binetti called the roll

	Present	Absent	Also Present
Member Cohoon	X		Administrator Pollack
Member Cox	X		Treasurer Tannehill
Member Olson	X		
Member Pearce	X		
Chair Binetti	X		

3. Public Comments - none

The Committee held an informal session to introduce new personnel

- Bob Tannehill: Joined from Lauterbach & Amen (accounting firm). He is serving as the Village Treasurer, bringing 26 years of law enforcement experience and six years as Assistant Finance Director experience.
- Austin Pollack: Recently hired as Village Administrator with background in public administration

The village has moved toward contracting professional accounting services (Lauterbach & Amen) rather than relying on inconsistent part-time treasurers.

5. Discussion Items

a. Review 1st quarter performance

- Financial Status & Audit Preparation
  Staff is currently cleaning up records for the Fiscal Year 2026 audit.
  - Bank Reconciliations: All accounts are now reconciled through April.
  - Prior Period Adjustments: Minor variances were found due to doubled-up entries. The operating account has a $1,700 variance, and the money market account has a $13,000 variance (in the village's favor).
  - Credit Card Issues: The village’s credit card processor held funds for several months starting in March. After legal intervention, approximately $3,900 in reserves is expected to be returned this month.
  - Payroll: A budget amendment of $52,000 was required to fix errors where Police Officers worked 84 hours but were paid for 80, alongside discrepancies in cost-of-living adjustments.

- Revenue Performance
  State Shared Taxes: Income, sales, and local use taxes are performing at roughly 81% of budget, which is considered healthy.
  - Local use tax
    They did a different calculation on the use tax, municipalities budgeted a higher number, low in our revenue side of things.
  - Amusement/Streaming Tax:
    Currently underperforming and only 17% of the budget. Only 15 out of 60 identified streaming companies are paying. This is attributed to ongoing potential issues with address verification.
  - Interest Income:
    The village is earning approximately 3.8% to 4.5% on cash reserves in money market funds, a significant increase from previous years.
- Roof replacement
  The village hall roof is 19 years old and has been deemed "beyond repair" by multiple contractors and a building assessment.
  - Condition: Water is infiltrating the control room, office, and foundation.
  - Cost: Estimates range from $85,000 to $170,000.
  - Funding: The village has $50,000 reserved for building repairs and additional capital funds. The committee consensus is to proceed with replacement to avoid structural or health issues.

b. Plan schedule for budget process
   - FY2028 Budget Calendar & Strategy
     - The committee aims to return to a collaborative budget process with the Board to avoid "negotiating on the floor" during board meetings.
   - Proposed Budget Calendar
     - Oct/Nov
       Initial Review
       - Financial review of Q2 numbers and formalizing the budget plan.
     - January
       Strategic Planning
       - Open meeting with Trustees and Department Heads to discuss "wants and needs."
     - February
       Departmental Meetings
       - Treasurer and Village Manager meet one-on-one with department heads.

- March
  Presentations
    - Two public meetings: one for General Fund, one for Capital/Special Funds.
- April
  Approval
    - First meeting for questions; second meeting for final adoption.

4. Motion to approve the meeting minutes of:
    a. August 28, 2024 Special Meeting
    b. April 11, 2025 Special Meeting
    c. April 17, 2025 Special Meeting
    d. August 27, 2025 Regular Meeting
    e. April 23, 2026 Special Meeting

   made by Member Jon Olson ; seconded by Member Timothy Pearce

Voice vote: [AYES: 5] [NAYES: 0] [ABSENT: 0] [ABSTAIN:0] Motion **CARRIED**

6. Motion to Adjourn the meeting at 7:27 pm made by Member Pearce; seconded by Member Cohoon

Voice vote: [AYES: 5] [NAYES: 0] [ABSENT: 0] [ABSTAIN:0] Motion **CARRIED**