

**CITY OF WASHINGTON
WASHINGTON, ILLINOIS**

DRAFT

TO: Mayor Manier and City Council
FROM: Finance & Personnel Committee
DATE: March 17, 2017
SUBJECT: Report of Proceedings of Finance & Personnel Committee Meeting Held on Monday,
January 17, 2017

The meeting was called to order by Chairman Moss at 4:37 p.m.

Present: Chairman Moss, Mayor Manier, Alderman Moehle

Also Present: City Administrator Culotta, Controller Baxter, Treasurer Dingleline, Planning & Development Director Oliphant, Steve Hullcranz, Mike Ingold

AGENDA

1. Non-member Alderman wishing to be heard on a non-agenda item – None.
2. Citizens wishing to be heard on a non-agenda item – None.
3. Approval of minutes

Alderman Moehle made a motion and Mayor Manier seconded to approve the December 19, 2016 regular session minutes. Motion carried.

4. Business Items

A. Policy Review – Water Meter Charges

The minimum charge on the second meter was discussed. Controller Baxter explained that there has always been a minimum charge and the second meter is not mandatory, but provides an opportunity to avoid the sewer charge on outside water usage. She shared with the Committee that considering all charges, the breakeven for a second meter is approximately 7,200 gallons per year in outside water usage. She also stated that the second meter minimum charge provides approximately \$42,000 in annual revenue and would equate to a rate increase of approximately 3 ½% should this charge be waived.

Following discussion, Mayor Manier indicated he would like to discuss this matter further at a future Committee of the Whole meeting.

B. Code Text Amendments – Utility Billing

A change to the Water and Sewer Rate Ordinance is needed related to the effective date of the annual increase due to billing occurring on a monthly basis. The old language indicates that the effective date of the annual increase will be for January usage, billed on May 1. The Committee discussed and agreed that the annual 2 ½% increase should apply to the April usage billed May 1, 2017. Moss made a motion, seconded by Moehle to amend the Code for this language. Motion carried.

5. Other Business – None.

6. Executive Session – At 5:15 p.m. the Committee convened in Executive Session for the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired per 5 ILCS 120/2(c)(5) and for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel of the public body per 5 ILCS 120/2(c)(1) of the Illinois Open Meetings Act.
7. At 5:55 p.m. the Committee reconvened in regular session and there being no further business the meeting was adjourned at 5:55 p.m.

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DRAFT

TO: Mayor Manier and City Council
FROM: Finance & Personnel Committee
DATE: March 17, 2017
SUBJECT: Report of Proceedings of Finance & Personnel Committee Meeting Held on Monday,
February 20, 2017

The meeting was called to order by Chairman Moss at 4:33 p.m.

Present: Chairman Moss, Mayor Manier

Absent: Alderman Moehle

Also Present: City Administrator Culotta, Controller Baxter, Treasurer Dingledine, Planning & Development Director Oliphant, Police Chief Miller, Steve Hullcranz, Curt Reynolds – Brunk's

AGENDA

1. Non-member Alderman wishing to be heard on a non-agenda item – None.
2. Citizens wishing to be heard on a non-agenda item – None.
3. Business Items

A. TIF Subsidy Consideration – Brunks Sports Center – 122 N. Main Street

Planning & Development Director Oliphant reviewed a request for a TIF subsidy from Curt Reynolds of Brunks Sports Center. The proposed improvements are to renovate the interior and exterior of the business at 122 N. Main Street, including remove and replace brick, remove and replace windows and doors, pour an approach, new signage, remove and replace drywall, and replace furnace and ductwork and all associated electrical work. The total of all planned renovations is \$134,813, of which all qualifies for the base 20% subsidy plus the 10% additional historic rehab subsidy.

Following discussion, Manier made a motion, seconded by Moss to recommend the City Council approve a redevelopment agreement with Brunks in the amount of \$40,443.90 to be paid in three annual installments. Motion carried.

B. Part-time Dispatch, Police Department

Police Chief Miller reviewed the situation with part-time dispatchers with the Committee. In the past, they have had 6 P-T to fill the shifts of the F-T dispatch on their days off. The department is now down 2 P-T dispatchers and it is advantageous to hire as many as possible as the only cost is training and it is cheaper than paying overtime to F-T dispatchers.

Following discussion, Manier made a motion, seconded by Moss to approve the hiring of two part-time dispatchers. Motion carried and no further action necessary by Council.

C. Proposed T-Mobile Lease – Water Tower #1, 911 Drive

City Administrator Culotta updated the Committee on the most recent offer by T-Mobile for the renegotiation of the water tower lease. Currently the monthly lease payment is \$2,609.55 as the lease commenced in 2007 at \$2,000 per month and has been subject to an annual 3% increase. T-Mobile wants to renegotiate back to the \$2,000 annual lease with no annual increase. The Committee rejects this offer and would make a counter of staying at the current rate of \$2,609.55 per month with no annual increase.

5. Other Business – The potential sale of Denhart's has fallen through although formal notice has not been received.
6. There being no further business, the meeting was adjourned at 5:07 p.m.