

CITY OF WASHINGTON WASHINGTON, ILLINOIS

TO: Mayor Manier and City Council
FROM: Finance & Personnel Committee
DATE: May 18, 2018
SUBJECT: Report of Proceedings of Finance & Personnel Committee Meeting Held on Monday,
February 19, 2018

The meeting was called to order by Chairman Brucks at 4:35 p.m.

Present: Chairman Brucks, Mayor Manier, Alderman Cobb

Also Present: City Administrator Culotta, Controller Baxter, City Treasurer Dingledine, Planning & Development Director Oliphant

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. Alderman Cobb made a motion, seconded by Mayor Manier to approve the minutes of the January 16, 2018 regular meeting. Motion carried.
4. Business Items

A. Tazewell County Building Inspection Services Agreement

Planning & Development Director Oliphant reviewed a draft agreement for building inspection services with Tazewell County. The agreement provides for a contractual payment of \$50 per hour, no benefits and no mileage reimbursement. It is anticipated that two inspectors will be available according to need for approximately 10-12 hours per week. Oliphant indicated that the Code should be amended to increase the accessory structure fee from \$20 to \$40 plus \$2 per \$1,000 of construction value. Following discussion, Cobb made a motion, seconded by Manier to recommend approval to the City Council. Motion carried.

B. Financial Report/Quarterly Revenue Projections

Controller Baxter reviewed the financial statements and revenue projections for the quarter ended 1/31/2018. All actual to budget comparisons are favorable with the exception of Telecommunications Tax which continues to decrease.

C. Utility Bill Payment Methods

Baxter indicated that Staff has been tracking the utility bill payment methods. Mail/counter payments are the largest category of payment methods followed closely by direct debit. Staff continues to encourage direct debit which is the most efficient and cost effective method.

D. Revenue Enhancement

Baxter provided a comparison of some revenue enhancement options along with advantages and disadvantages of each. Based on the ease of administration, greater potential for revenue and that only one tax would be increased rather than four that was discussed at earlier meetings, Staff recommends increasing the Home Rule Sales Tax by .5%. This would provide over \$700,000 in new revenue for Street infrastructure in FY 18-19 with a projected total revenue of at least \$843,000 in subsequent years. Following discussion, Cobb made a motion, followed by Manier to recommend the City Council consider an increase of .5% in the Home Rule Sales Tax. A Telecommunications Tax increase will not be recommended at this time. Motion carried.

5. Other Business – None.
6. Executive Session – At 5:04 p.m. the Committee convened in Executive Session for the purpose of discussing litigation when an action against, affecting or on behalf of the particular body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent and for the setting of a price for sale or lease of property owned by the public body per 5 ILCS 120/2 (c)(11) and (6) of the Illinois Open Meetings Act and for the purpose of probable or imminent litigation per 5 ILCS 120/2 (c)(11) of the Illinois Open Meetings Act.
7. At 5:33 p.m. the Committee reconvened in regular session and there being no further business the meeting was adjourned at 5:33 p.m.