

City of Washington
Finance & Personnel Committee
Monday, June 15, 2020 – **Minutes**

REMOTE WEB MEETING

The meeting was called to order by Chairman Daniel Cobb at 4:30 p.m.

Present: Chairman Daniel Cobb, Mayor Gary Manier, Alderman Lili Stevens

Also Present: City Administrator Ray Forsythe, Treasurer Ellen Dingledine, Police Chief Mike McCoy, and Finance Director Joanie Baxter.

AGENDA

1. Non-member Aldermen Wishing to be Heard on Non-Agenda Item: *None.*
2. Citizens Wishing to be Heard on Non-Agenda Item: A letter was submitted from Mary C. Kerr and is attached to the minutes.
3. Approval of Minutes: *Alderman Stevens notified the Committee that there was an error in the minutes. The last line of item number five has Alderman Stevens' name spelled with a "ph" instead of a "v". Mayor Manier motioned to accept the corrected minutes from the May 18, 2020 meeting. Alderman Stevens seconded the motion. The minutes as stated were unanimously approved*
4. Business Items:
 - A. Sergeants Benefits City Administrator Forsythe explained this matter was discussed at the Public Safety Committee May 18th meeting as well as the Committee of the Whole June 8th meeting. There are four benefits that the Chief of Police is looking to gain parity between the Police Officers as provided by their new contract and the Sergeants who are not in the Police union and thus considered "Non-Union". These include a \$100 increase in the uniform allowance; holiday overtime paid at 2.5 times instead of 2.0 times; increase in compensatory time allowed to accumulate from 64 hours to 160 hours and compensatory time allowed to take in a fiscal year from 40 hours to 160 hours; and being eligible for the Sick Leave Buy Back program in lieu of the Good Health Program that all Non-Union and Laborer's participate in.

There was discussion on the additional costs involved, both on an annual basis and the potential for long-term costs. In addition, providing the enhanced benefits will create a larger disparity with the other Non-Union and Laborer employees. City Administrator Forsythe indicated that an Ordinance would be required to amend the Personnel Manual and he would recommend that the benefits be retroactive only to May 1, 2020.

Following discussion, Alderman Stevens motioned to approve the recommendation so an Amendment to the Personnel manual via an Ordinance can be brought before the City Council. Mayor Manier seconded the motion. All approved. Motion carried. Treasurer Ellen Dingledine wanted to mention to the Committee that the Sick Leave Buy Back and the Comp Time will have an impact each year. This will be different

than what the City has seen previously and she wanted the Committee to be aware of this for future impact.

- B. TIF Funding Request: Washington Historical Society, 101 Zinser Place City Administrator Forsythe reviewed the communication submitted by Planning & Development Director Jon Oliphant. TIF assistance is being requested to complete interior and exterior building improvements at 101 Zinser Place including painting the house, replacing most windows, installing a new handrail along the front steps, replacing the front porch, creating a new sign and upgrading the electrical components. The submitted quote for the project totals \$22,657. Staff recommends a 30-percent subsidy of a not-to-exceed amount of \$6,797.10 to be paid in a single installment.

Alderman Stevens indicates she understands that the building qualifies for the TIF but it is the Washington Historical Society who is asking for the funding. This particular situation is a TIF funding request for the WHS and she believes it should be reviewed. She also referenced the specific language on the City's website regarding the qualifications for TIF funding and asked for clarification regarding the aspects of eligibility. Administrator Forsythe explained the property was included in the boundaries that were established in the City's TIF Redevelopment Plan. He stated the Plan talks about public and private partnership, reinvestment in the TIF district and creating opportunities for redevelopment and believes this is a great example of an entity making an investment in the TIF district. Mayor Manier added that the stormwater project on S. Main was TIF funded as well. Mayor Manier made a motion to approve the request and move it forward to the City Council's agenda for a first reading on July 6th. Chairman Cobb seconded the motion. Chairman Cobb and Mayor Manier were in favor of the motion. Alderman Stevens was opposed. Motion passed.

- C. Updated Revenue Projections, IML Guidance: Finance Director Joanie Baxter reviewed the Revenue Tracking Report. She explained that all funds have not been received for the fiscal year yet as April's sales tax will not be received until July since there is a three-month lag. Staff also received guidance from the IML and revised the projections going forward.

5. Other Business:

- Treasurer Dingleline -
 - Treasurer Dingleline commented on how the interest rates are going down for City investments. Staff will continue to monitor the impact on the budget of these reduced revenues.
- Alderman Stevens –
 - Alderman Stevens asked Administrator Forsythe about the HR Specialist job description. He indicated that the position is part-time as provided in the Budget.
 - Alderman Stevens asked about the evaluation results and Mayor Manier indicated they would be shared before review by the Council. They are anticipating meeting in person for the July 6th meeting and will probably hold an Executive session at that time.

6. Adjournment: *Mayor Manier motioned to adjourn. Alderman Stevens seconded the motion. All approved. Meeting was adjourned at 5:00 pm.*