

CITY OF WASHINGTON WASHINGTON, ILLINOIS

TO: Mayor Manier and City Council
FROM: Finance & Personnel Committee
DATE: June 15, 2017
SUBJECT: Report of Proceedings of Finance & Personnel Committee Meeting Held on Monday, May 15, 2017

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

Present: Chairman Brucks, Mayor Manier, Alderman Cobb

Also Present: City Administrator Culotta, Controller Baxter, 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. Approval of minutes

Mayor Manier made a motion and Alderman Cobb seconded to approve the April 17, 2017 regular session minutes. Motion carried.

4. Business Items

A. Foster's TIF Subsidy Request

A TIF subsidy request was made by Foster's Jewelry for their business at 106 N. Main St. The improvements being proposed include excavation and waterproofing of the front foundation wall, tuckpointing the front, south side and rear facades, and repairing the bowed south side wall. Removal and replacement of three sidewalk squares is also in the plans.

Following discussion, it was agreed City crews may want to do the sidewalk repair as part of the sidewalk replacement program and reimburse at 50% as is standard, in order to assure compliance with ADA in conjunction with repair of the rest of the sidewalk on that side. Manier made a motion, seconded by Cobb to recommend the City Council approve a TIF subsidy in an amount not-to-exceed \$18,840 to be paid over three annual installments. Motion carried.

B. Utility Rate Study

Following discussion, City staff was given the direction to proceed with a utility rate study for both water and sewer fees as budgeted.

C. Write-off of Uncollectible Accounts

A listing of uncollectible accounts recommended for write-off was reviewed. Baxter indicated that this listing is prior to monthly billing and does not reflect the fact that the shutoff policy per the current ordinance has yet to be implemented. Overall, write-offs have declined in recent year and she anticipates that to continue now that we are shutting off between tenants and the deposit more fully covers a final bill since billing monthly.

Following discussion, Manier made a motion, seconded by Cobb to recommend the City Council approve write-off of the uncollectible accounts. Motion carried.

D. Property and Liability Insurance Renewal

Baxter indicated that a renewal proposal for Property and Liability Insurance hasn't been received from Traveler's yet, but Dennis Hermann anticipates that it will be less than a 2% increase for the prior year. The Committee agreed for Staff to bring the proposal directly to the City Council at its next meeting if the increase is 2% or less.

E. Dental Insurance

Baxter indicated that a renewal proposal has been received from Guardian for Dental Insurance. The proposal is for no increase to the current rates for the 4th consecutive year. Following discussion, Cobb made a motion, seconded by Manier to recommend approval of the renewal proposal to the City Council. Motion carried.

F. Publication of Treasurer's Report

Baxter indicated that there is an exemption in the law requiring publication of the Treasurer's Report when an audit is conducted. Instead, publication must be made of the name of the firm conducting the audit, the time period covered, and the business hours and location of where the audit may be publicly inspected.

Following discussion, the Finance & Personnel Committee agreed for Staff to not prepare and publish the report going forward, and instead to only provide the required information.

5. Other Business – None.

6. There being no further business to come before the Committee, the meeting was adjourned at 5:10 p.m.