

**COMMITTEE OF THE WHOLE
MONDAY – SEPTEMBER 11, 2017
LIBRARY MEETING ROOM - 380 N. WILMOR ROAD
WASHINGTON, ILLINOIS**

Mayor Manier called the Committee of the Whole meeting of September 11, 2017 to order at 6:30 p.m. in the Library meeting room at Five Points Washington.

Present: Aldermen Brownfield, Brucks, Adams, Moss, Butler, Dingledine, Gee and Cobb.

Absent: None.

Also present: City Administrator Culotta, Controller Baxter, Public Works Director Andrews, P & D Director Oliphant, Police Chief McCoy, City Treasurer Dingledine, and City Clerk Brown.

MINUTES

1. Aldermen wishing to be heard on non-agenda item – None.
2. Citizens wishing to be heard on a non-agenda item – None.
3. Approval of Minutes: Alderman Dingledine moved and Alderman Moss seconded to approve the minutes of the August 14, 2017 regular Committee of the Whole meeting. Motion carried unanimously by voice vote.

4. **BUSINESS ITEMS**

- A. CIP Financial Summary – Controller Baxter shared a summary of the FY 17-18 financial analysis of the City's Capital Improvement Plan by fund noting the following: 1) General Fund's estimated remaining surplus is \$6,989,239 which is \$718,205 more than our budgeted projected surplus; 2) Water Fund's estimated remaining surplus is \$911,684 which is \$883,394 more than our budgeted projected surplus; 3) Sewer Fund's estimated remaining surplus is \$4,250,213 which is \$1,035,653 more than our budgeted projected surplus. She noted that the favorable budgeted projected surplus numbers are due to delayed projects. She handed out and went over a 10-year graph fund analysis on where we have been in excess of our minimum standard balances per fund noting its reflection of project delays as a result of the 2013 tornado.

Alderman Brucks shared that this analysis was put together to help Council see where the budget was projected to be and what was going to be surplus in an effort to look at how much in reserves everyone is comfortable with, what are needs are for funding in the future, and earmarking those funds. City Administrator Culotta expressed that our financial position speaks to our fiscal prudence over the years and there are many communities that would like to be in our position. Alderman Gee asked if the estimated remaining surplus includes revenues and Baxter shared that it does. Alderman Butler asked what the driver was for the surplus increases in the sewer fund and Public Works Director Andrews went over the STP No.2 Phase 2A and 2B statistics and how they played a role. Controller Baxter also noted that there was not a lot of capital spending being done during the tornado. Alderman Dingledine asked what the delayed projects were that allowed for the surplus and the need for a plan to be developed. Mayor Manier mentioned that we also need to be prepared for the funding that the State will be taking away from us on February 1st. Controller Baxter provided a handout showing the delayed projects. Following a brief discussion, City Administrator Culotta shared that they are studying additional revenue generation and will have something to bring forward at the October Finance & Personnel meeting to use for the upcoming budget. Mayor Manier noted that Alderman Brownfield is working on a grading system for our streets that will help as we evaluate our future capital projects.

- B. Proposed Budgeted Acquisition: 20T Tag Trailer – Public Works Director Andrews provided the following: 1) Public Works Committee recommended we look at trade-in allowances to help offset the cost; 2) the 96' Felling trailer is a light duty trailer that is not currently being used; and 3) trade in allowances were given and quotes updated from Rawlings of Hopedale, IL at \$18,106 and Martin

Equipment of Goodfield, IL at \$18,600. Following discussion, it was the consensus to move this forward to Council for consideration.

- C. Subdivision Code Text Amendment – P & D Director Oliphant provided the following: 1) a text amendment is being proposed that would require the functional classification of a street to be indicated on all preliminary and final plats for subdivision development in order to provide for the proper design standards when streets are constructed, i.e., a collector street would be designed to collector street standards and not local road standards which would reduce the life of the street; 2) a traffic impact study would be required of the developer on larger developments where warranted; 3) a public hearing was held where the Planning & Zoning Commission made recommendation for approval of the amendment; and 4) an ordinance is scheduled for first reading at the September 18th Council meeting. Alderman Brucks asked how existing would be handled and Oliphant shared that they are tougher to handle but would be handled on an individual basis. Public Works Director Andrews shared that Kingsbury Road is a good example where it should have been able to be planned out as it extended west and this amendment would add another step in the process that better protects future planning of roadways.
 - D. Rules of Procedure: Public Comments Discussion – City Administrator Culotta shared that it is common for municipalities to have open comments for the public and in working with Alderman Butler have drafted an amendment that would not only speak to Council meeting but to all city meetings generally. Alderman Butler shared that the Open Meetings Act allows us to make rules and regulations and that this proposed amendment modernizes the rule from our 1983 adopted rules and regulations as a City Council. He shared that he looked a several examples from other communities and the proposed draft makes certain that opportunity is there for public input at all meetings. He shared that this will also be reviewed by the City Attorney as well before it comes before Council for consideration.
- 5. Other Business – Mayor Mainer expressed his thanks to everyone that helped with the 9-11 Memorial ceremony for their diligence and hard work. He shared that it was well attended and something we should never forget and thanked Police Chief McCoy for his kind words during the ceremony.
 - 6. At 7:20 p.m. Alderman Dingleline moved and Alderman Brownfield seconded to adjourn. Motion carried unanimously by voice vote.

Patricia S. Brown, City Clerk