

CITY OF
WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Approved 2/22/2018

MINUTES

**FINANCE COMMITTEE
December 14, 2017 6:00 P.M.**

1. Call to Order, Roll Call, and Establishment of a Quorum.

The meeting was called to order at 6:00 P.M. Roll call found Aldermen Chassee, Sheahan, Stout, Ferguson and Kubinski present. Aldermen Meissner and Dimas were absent.

Staff in attendance: City Administrator Michael Guttman, Administrative Services Department Director Linda Martin, Community Development Department Director Tom Dabareiner, Public Works Department Director Rob Flatter, Police Chief Mike Uplegger and Assistant Administrative Services Department Director Nikki Giles.

2. Approval of Minutes.

A. Finance Committee Meeting of September 14, 2017.

Alderman Sheahan moved and Alderman Stout seconded a motion to approve. The minutes were approved as presented by voice vote.

3. Public Participation / Presentations. None.

4. Items for Consent.

A. Ordinance No. 17-O-0046 – Moved to items for discussion.

B. Resolution #17-R-0083 – 2nd Amendment to Reimbursement Agreement with Menards – Traffic Signal.

C. Resolution #17-R-0084 – Authorizing Mayor to Sign Engagement Letter with Auditors for Fiscal Years 2018, 2019, 2020 & 2021.

Alderman Stout moved and Alderman Kubinski seconded a motion to approve Consent Items B and C. Voting Aye: Aldermen Stout, Kubinski, Chassee, Sheahan, and Ferguson. Voting Nay: 0. Motion carried.

5. Items for Discussion.

A. Ordinance #17-O-0046 – 2018 Annual Budget.

City Administrator Michal Guttman gave a brief overview of information contained in the budget document. He stated that although the City could operate on reserves for approximately 9-1/2 months, the loss of revenue from State income tax and a deficit of revenue from the Police Department will require the City to spend down reserves more vigorously in the future. He further stated that a balanced budget is not based on the Police Department's revenue alone, but it does rely on its income. As it stands today, the budget can cover the City's costs and strategic plan goals. The City will hold-off filling vacant or soon to be vacant positions. He stated that the year 2019 was still looking good, but the need to accelerate the use of reserves would be necessary, leaving the year 2020 with low reserves at about 16%, which violates City policy.

Mr. Guttman stated the proposed budget contained two areas of increase; the approved 25 cent increase for commuter parking and a one-time property tax increase of 2.2%. A sewer charge increase was also being considered, but Mr. Guttman suggested that Staff hold-off on an amount of increase at this time and spend time in 2018 working on and determining the number.

He further stated that there are expenditures that can be cut, but they would be related to the new Strategic Plan, as those are the newest items. Alderman Chassee stated it would be a shame to lose those items.

Alderman Chassee commented that the budget document was a good analysis and that it was easy to understand. She said explanations of changes to the budget were succinct and complete. She appreciated the efforts of all Staff to hold costs while continuing to provide quality service, doing more with less, even after the significant losses of State revenue. Alderman Stout also commented on the budget document stating it was a great job, well done.

Alderman Sheahan moved and Alderman Stout seconded a motion to approve Consent Items A. Voting Aye: Aldermen Sheahan, Stout, Chassee, Ferguson, Kubinski. Voting Nay: 0. Motion carried.

6. **Unfinished Business.** None.
7. **New Business.**
Meetings – City Administrator Guttman said that although the Committee normally meets in March, he would like to meet in February to discuss items brought up during the budget presentation.
8. **Reports from Staff.** None.
9. **Executive Session (if needed).** None.
10. **Adjournment.**

Alderman Stout moved and Alderman Sheahan seconded a motion to adjourn. The motion was approved by voice vote and the meeting adjourned at 6:07 P.M.

Respectfully submitted,

Arlene Fisher