

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Approved March 4, 2024

CITY OF WEST CHICAGO – 475 Main Street FINANCE COMMITTEE MINUTES Regular Meeting December 4, 2023

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

Alderman Dimas called the meeting to order at 6:00 p.m. on December 4, 2023. Roll call found Daniel M. Beebe, Christine Dettmann, Sandy Dimas, Jayme Sheahan, Rebecca Stout and Chris Swiatek present. Alderman Joseph C. Morano was absent. Alderman Dimas announced a quorum.

Staff in attendance: City Administrator Michael Guttman, Finance Director Nikki Giles, Assistant City Administrator Tia Messino, Assistant Finance Director Diana Soltess and Public Works Director Mehul Patel.

2. Finance Committee Meeting Minutes of September 5, 2023.

Alderman Swiatek made a motion, seconded by Alderman Stout, to approve the minutes of September 5, 2023. All Aldermen voted Aye by voice vote. Motion carried.

3. Public Participation / Presentations

4. Items for Consent

- A. Ordinance No. 23-O-0041 – 2024 Proposed Budget
- B. Ordinance No. 23-O-0042 – Property Tax Levy
- C. Ordinance No. 23-O-0043 – Special Service Area #2 Levy
- D. Ordinance No. 23-O-0044 – Changes to Leave Benefits for Part-time Workers
- E. Ordinance No. 23-O-0045 – Opting Out of the Paid Leave for All Act
- F. Resolution No. 23-R-0093 – Adopting a Retirement Healthcare Funding Plan

Assistant City Administrator (ASA), Tia Messino, spoke on items D, E and F. ASA Messino stated that the Paid Leave for All Act will be effective January 1st and mandates that all Illinois employers provide up to 40 hours of paid leave with limited exceptions. She spoke on the two Ordinances being presented to address the Act, the first being 23-O-0044 which will update the Personnel Policy to allow part-time employees up to three paid floating holidays based on months worked and up to 40 hours of paid personal time annually, therefore aligning the personnel policy with both the act and the updated market. ASA Messino stated this will affect one position and noted full-time employees already have access to paid leave well above what is required by the Act. ASA Messino said the second Ordinance No. 23-O-0045 is the City using its home rule authority to exempt itself from the Act because some

provisions could adversely affect our ability to provide services.

It was noted there was a correction to the Ordinance numbering.

ASA Messino stated that the City Council had previously agreed to establish a Voluntary Employee Beneficiary Association for Police officers, which is a tax-exempt trust for eligible medical bills which helps the retirees and reduces the taxes the City would have to pay at a later date.

Finance Director (FD) Nikki Giles spoke on item B, and stated that the 2023 Tax Levy request is \$4,702,152.13 which is a 4.9% increase over the 2022 tax levy. The tax rate is estimated at 0.4875, which is a decrease from this year's tax rate of .5094. The decrease is due largely to the staff at the Winfield Township Assessors Office estimating new construction for West Chicago over 34 million dollars.

FD Giles said the property tax levy for Special Service Area #2, which offsets the operating costs of the infrastructure and improvements to the area north of Hawthorne Ln. and east of Powis Rd., is recommended to be \$10,200.00.

City Administrator (CA) Michael Guttman explained to the Committee that an Alderman was going to pull the Special Service Area #2 Ordinance from the consent agenda, but noted that the property owners agreed to this about 25 years ago.

CA Guttman briefed the Committee on the 2024 Proposed Budget. He noted the only increase in tax and fee levels is from the property tax levy. He also noted that the water and sewer rate increase has been postponed until January 1, 2025. CA Guttman explained that on the expenditures there will be two new positions and one restored position added, those being two records clerks and one Community Service Officer which will target parking enforcement.

Alderman Stout and Alderman Swiatek thanked staff for their hard work.

Alderman Stout moved and Alderman Swiatek seconded a motion to approve the Consent Agenda. Voting Aye: Alderman Beebe, Dettmann, Dimas, Sheahan, Stout and Swiatek. Voting Nay: 0. Motion carried.

5. Items for Discussion.

6. Unfinished Business.

7. New Business.

8. Reports from Staff.

The City Administrator noted there will be no January Finance Committee Meeting.

9. Executive Session (if needed).

10. Adjournment.

At 6:11 p.m., Alderman Swiatek made a motion, seconded by Alderman Stout, to adjourn the meeting. All Aldermen voted Aye by voice vote.

Respectfully submitted,

Josie Avilez