

CITY OF
WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

FINANCE COMMITTEE

**MONDAY, DECEMBER 2, 2024
6:00 P.M. – CITY COUNCIL CHAMBERS**

AGENDA

1. Call to Order, Roll Call, and Establishment of a Quorum
2. Approval of Minutes
 - A. Finance Committee Meeting Minutes of November 4, 2024
3. Public Participation / Presentations
4. Items for Consent
 - A. Ordinance No. 24-O-0047 – 2025 Proposed Budget
 - B. Ordinance No. 24-O-0049 – Property Tax Levy
 - C. Ordinance No. 24-O-0050 – Special Service Area #2 Levy
5. Items for Discussion
6. Unfinished Business
7. New Business
8. Reports from Staff
9. Executive Session (if needed)
10. Adjournment

CITY OF WEST CHICAGO – 475 Main Street
FINANCE COMMITTEE MINUTES
Regular Meeting
November 4, 2024

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

Alderman Dimas called the meeting to order at 6:00 p.m. on November 4, 2024. Roll call found Daniel M. Beebe, Christine Dettmann, Sandy Dimas, Joseph Morano, Jayme Sheahan, Rebecca Stout and Chris Swiatek present. Alderman Dimas announced a quorum.

Staff in attendance: City Administrator Michael Guttman, Assistant City Administrator Tia Messino, Finance Director Nikki Giles, Assistant Finance Director Diana Soltess, Community Development Director Tom Dabareiner, Chief Building Official Stuart Caravello and Police Chief Colin Fleury.

2. Finance Committee Meeting Minutes of August 5, 2024.

Alderman Morano made a motion, seconded by Alderman Swiatek, to approve the minutes of August 5, 2024. Voting Aye: Alderman Beebe, Dettmann, Dimas, Morano, Sheahan, Stout and Swiatek. Voting Nay: 0. Motion carried by voice vote.

3. Public Participation / Presentations

4. Items for Consent

- A. Ordinance No. 24-O-0026 – Building Permit Fee for ADA-Related Improvements
- B. Ordinance No. 24-R-0035 – Fourth Quarter Budget Amendment
- C. Resolution No. 24-R-0082 – Waste Hauling Contract

Alderman Dimas pulled Item 4.C from the Consent Agenda.

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

5. Items for Discussion. None

Alderman Dimas asked for an explanation on Item 4.C. Resolution No. 24-R-0082 – Waste Hauling Contract.

Assistant City Administrator (ACA), Tia Messino, explained that in July the City requested proposals from potential vendors to serve as the City's residential solid waste and recycling contractor after the current contract expires on December 31, 2024. ACA Messino said Lake Shore Recycling and Groot Industries responded, proposing increases due to inflation as well as a 4% future annual increases. After

reviewing the proposals staff recommends continuing service with Groot as it provided the most comprehensive and cost effective proposal. ACA Messino explained that the negotiated rate allows the City to maintain the lowest Senior refuse rate at \$12.50 a month compared with neighboring communities. ACA Messino explained other notable benefits about the contract with Groot Industries. ACA Messino also explained that Groot Industries will take over the Turner Court dumpster collections with an increase in frequency of service at a lower cost.

Alderman Swiatek moved and Alderman Beebe seconded a motion to approve Resolution No. 24-R-0082. Voting Aye: Alderman Beebe, Dettmann, Dimas, Morano, Sheahan, Stout and Swiatek. Voting Nay: 0. Motion carried by roll call vote.

6. Unfinished Business. None

7. New Business. None

8. Reports from Staff.

City Administrator (CA), Michael Guttman, informed the Committee members that 2025 Proposed Budget was provided to the City Council as required by Illinois State Statute. CA Guttman noted that the Committee had directed an increase in funds to the DuPage Senior Citizens Council, continue to fund Healthy West Chicago and informed no new staff is being proposed. CA Guttman said the property tax levy increase will be 4.9% per policy and will be used to cover the increase in expenses in the Police Department which are primarily related to pension costs.

9. Executive Session (if needed). None

10. Adjournment.

At 6:06p.m., Alderman Stout made a motion, seconded by Alderman Morano, to adjourn the meeting. All Aldermen voted Aye by voice vote.

Respectfully submitted,

Josie Avilez

ORDINANCE NO. 24-O-0047

**AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR
THE CITY OF WEST CHICAGO, DUPAGE COUNTY, ILLINOIS
FOR THE FISCAL YEAR COMMENCING JANUARY 1, 2025
AND ENDING DECEMBER 31, 2025**

WHEREAS, the City of West Chicago has heretofore adopted the annual budget procedure provided for in 65 ILCS 5/8-2-9.1 through 5/8-2-9.10; and,

WHEREAS, the tentative annual budget for fiscal year commencing on January 1, 2025 and ending December 31, 2025, was made conveniently available for public inspection pursuant to notice of public hearing published in the *Daily Herald*, being a newspaper having a general circulation within the City; and,

WHEREAS, on December 2, 2024, the corporate authorities of the City conducted a public hearing on said tentative annual budget.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of West Chicago, Illinois, in regular session assembled as follows:

Section 1. That the annual budget of the City of West Chicago, DuPage County, Illinois, for the fiscal year commencing January 1, 2025, and ending December 31, 2025, entitled "Proposed 2025 Budget", a copy of which is attached hereto as Exhibit "A" and by this reference made a part hereof be, and the same is hereby passed and adopted.

Section 2. That the City Council authorizes the City Administrator and his staff to continue to contract with 7 Layer Solutions, Inc. (not to exceed \$250,000) for information technology services/support.

Section 3. That the City Council authorizes the City Administrator to continue to contract with SRSD Consulting, LLC for a second year of the coaching program, upon completion of the first year, in an amount not to exceed \$100,000.

Section 4. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

Section 5. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

PASSED this 2nd day of December 2024.

Alderman L. Chassee	_____	Alderman D. Beebe	_____
Alderman A. Hallett	_____	Alderman J. Banas	_____
Alderman C. Dettmann	_____	Alderman S. Dimas	_____
Alderman C. Swiatek	_____	Alderman R. Stout	_____
Alderman M. Birch Ferguson	_____	Alderman J. Short	_____
Alderman J. Morano	_____	Alderman J. Smith	_____
Alderman J. Sheahan	_____	Alderman H. Brown	_____

APPROVED as to form: _____
City Attorney

APPROVED this 2nd day of December 2024.

Mayor Ruben Pineda

ATTEST:

Valeria Perez, Executive Office Manager

PUBLISHED: December 3, 2024

Chief Fiscal Officer's certificate of estimated revenue for the City of West Chicago, DuPage County, Illinois.

I, Nikki T. Giles, do hereby certify as follows:

1. I am the chief fiscal officer of the City of West Chicago, DuPage County, Illinois.
2. That the estimated revenue, by source, of said district for the Fiscal Year beginning January 1, 2025, and ending December 31, 2025, was combined and within the annual budget; as filed.

Nikki T. Giles
Finance Director

Date: December 3, 2024

SUBSCRIBED AND SWORN to before me
this 3rd day of December 2024.

Notary

CITY OF WEST CHICAGO

FINANCE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

2024 Property Tax Levy
Ordinance No. 24-O-0049

AGENDA ITEM NUMBER: 4. B.

FILE NUMBER: _____

COMMITTEE AGENDA DATE: December 2, 2024

COUNCIL AGENDA DATE: December 2, 2024

STAFF REVIEW: Nikki Giles

SIGNATURE _____

APPROVED BY CITY ADMINISTRATOR:

SIGNATURE _____

ITEM SUMMARY:

The total 2024 tax levy request, per attached Ordinance No. 24-O-0049, has been projected for the Fiscal Year 2025 budget at \$4,932,712.13. The 2024 tax levy proposal of \$4,932,712.13 represents a 4.9 percent increase over the prior year tax levy, per past City Council direction.

The final 2024 tax rate has a direct correlation to the final equalized assessed valuation of Wayne and Winfield Townships, and therefore, may vary slightly from the projected rate of .4663 should the Assessor's estimates be subject to modifications. The estimated rate represents a decrease of .00231%.

As reported to the City, the Wayne Township Assessor is projecting an 10.22% increase in assessed value and \$155,068 as estimated 2024 new construction. The Winfield Township Assessor has reported a 9.49% increase in assessed value and \$13,331,091 as estimated 2024 new construction.

ACTIONS PROPOSED:

Recommend to City Council approval of a 2024 tax levy request for General Corporate Purposes in the amount of \$4,932,712.13.

COMMITTEE RECOMMENDATION:

This item is being presented to the Finance Committee for consideration prior to the City Council meeting.

ORDINANCE NO. 24-O-0049

AN ORDINANCE LEVYING TAXES ON PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF WEST CHICAGO AS THAT PROPERTY IS ASSESSED AND EQUALIZED FOR STATE AND COUNTY PURPOSES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025

WHEREAS, the City Council of the City of West Chicago, County of DuPage, State of Illinois, did on the 2nd day of December 2024, approve the Annual Budget Ordinance for the City of West Chicago for the fiscal year beginning on the 1st day of January 2025 and ending on the 31st day of December 2025, the total amount of which budgeted for the corporate purposes legally made is ascertained to be the aggregate sum of \$4,932,712.13.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of West Chicago, in regular session assembled;

SECTION 1. That there be and is hereby levied upon all taxable property within the Corporate limits of said City of West Chicago, Illinois, for the said fiscal year beginning on the 1st day of January 2025, and ending on the 31st day of December 2025, the total sum of \$4,932,712.13 for the specific purposes mentioned in said Budget Ordinance and in the various sums as follows to wit.

SECTION 2. All ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

SECTION 3. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

SECTION 4. The City Clerk of the City of West Chicago is hereby authorized and directed to file with the County Clerk of said County of DuPage, State of Illinois, a duly certified copy of this Ordinance.

PASSED THIS 2nd day of December 2024.

Alderman L. Chassee	_____	Alderman D. Beebe	_____
Alderman J. Sheahan	_____	Alderman H. Brown	_____
Alderman A. Hallett	_____	Alderman C. Dettmann	_____
Alderman M. Birch Ferguson	_____	Alderman S. Dimas	_____
Alderman C. Swiatek	_____	Alderman J. Smith, Jr.	_____
Alderman R. Stout	_____	Alderman J. Short	_____
Alderman J. Morano	_____	Alderman J. Banas	_____

APPROVED as to form: _____
City Attorney

APPROVED this 2nd day of December 2024.

Mayor Ruben Pineda

ATTEST:

Valeria Perez, Executive Office Manager

STATE OF ILLINOIS)

COUNTY OF DUPAGE)

I, Ruben Pineda, do hereby certify that I am the duly qualified and Mayor of the City of West Chicago, DuPage County, Illinois.

I do further certify that provisions of Sections 4 through 7 of the "Truth in Taxation Act" (Illinois Revised Statutes, Chapter 120, Section 861 through 869) are **not applicable** to the City of West Chicago in connection with its Tax Levy Ordinance 24-O-0049 for the fiscal year beginning January 1, 2025, and ending December 31, 2025.

IN WITNESS WHEREOF, I hereunto affix my official signature at West Chicago, Illinois this 2nd day of December 2024.

Mayor Ruben Pineda
City of West Chicago

(seal)

CITY OF WEST CHICAGO

FINANCE COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

2024 Special Service Area 2 Tax Levy
Ordinance No. 24-O-0050

AGENDA ITEM NUMBER: 4. C.

FILE NUMBER: _____

COMMITTEE AGENDA DATE: December 2, 2024

COUNCIL AGENDA DATE: December 2, 2024

STAFF REVIEW: Nikki Giles

SIGNATURE _____

APPROVED BY CITY ADMINISTRATOR:

SIGNATURE _____

ITEM SUMMARY:

Special Service Area 2 serves the purpose of providing infrastructure improvements to the area north of Hawthorne Lane and east of Powis Road. The bonds that were issued for SSA 2 have been paid in full, and an annual levy is in place to provide for ongoing maintenance and to offset operating costs of the improvements that exceed \$5,000 in any given year. The Fiscal Year 2025 Budget for maintenance and operating costs, which includes the expenditure categories of Salaries and Wages and Contractual, have been proposed at a total amount of \$15,100. Accordingly, the levy proposed for the 2024 tax year is \$10,100.

ACTIONS PROPOSED:

Recommend approval of the referenced tax levy Ordinance for SSA 2 for annual maintenance and operating expenses.

COMMITTEE RECOMMENDATION:

This item is contained within the 2025 draft Budget.

ORDINANCE NO. 24-O-0050

AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF
TAXES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025
AND ENDING DECEMBER 31, 2025 IN AND FOR THE
CITY OF WEST CHICAGO SPECIAL SERVICE AREA NO. 2

BE IT ORDAINED BY THE City Council of the City of West Chicago, Illinois, in regular session assembled as follows:

SECTION 1. Finding. City of West Chicago Special Service Area No. 2 has been created by an Ordinance entitled:

“ORDINANCE NO. 1646 – ESTABLISHING CITY OF
WEST CHICAGO SPECIAL SERVICE AREA NO. 2.”

adopted March 21, 1983, and effective as of March 21, 1983, no petition having been filed opposing the creating of the Special Service Area, pursuant to Section 9 of the Public Act 82-640. Said Special Service Area No. 2 consists of the territory described in Ordinance No. 1646. The City of West Chicago is authorized to levy taxes at a rate not to exceed .0500 for special services in said Special Service Area.

SECTION 2. That the following sum, or as much thereof as may be authorized by law, be, and the same hereby are, levied upon the taxable property as defined in the Revenue Act of 1939 in the City of West Chicago Special Service Area No. 2, said tax to be levied for fiscal year beginning January 1, 2025 and ending December 31, 2025.

SPECIAL OPERATING EXPENSES

Special maintenance and operating expenses – City of West Chicago
Special Service Area No. 2. Ordinance No. 1646.....\$10,100.00

SECTION 3. That this tax is levied pursuant to Article VII, Section 7, of the Constitution of the State of Illinois and pursuant to Public Act 82-640 and pursuant to Ordinance No. 1646 establishing City of West Chicago Special Service Area No. 2.

SECTION 4. It is hereby certified to the County Clerk of DuPage County, Illinois, that \$10,100.00 is the total amount the said City of West Chicago Special Service Area No. 2 requires to be raised by taxation for the fiscal year beginning January 1, 2025 and ending December 31, 2025, and the City Clerk of said City is hereby authorized and directed to file with the County Clerk of County of DuPage, State of Illinois, on or before the time required by law, a duly certified copy of this Ordinance.

SECTION 5. That all ordinances or parts thereof in conflict with the provisions of this Ordinance are to the extent of such conflict expressly repealed.

SECTION 6. That this Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

PASSED this day of 2nd day of December 2024.

Alderman L. Chassee _____

Alderman D. Beebe _____

Alderman J. Sheahan _____

Alderman H. Brown _____

Alderman A. Hallett _____

Alderman C. Dettman _____

Alderman M. Birch Ferguson _____

Alderman S. Dimas _____

Alderman C. Swiatek _____

Alderman J. Smith, Jr. _____

Alderman R. Stout _____

Alderman J. Short _____

Alderman J. Morano _____

Alderman J. Banas _____

APPROVED as to form: _____
City Attorney

APPROVED this 2nd day of December 2024.

Mayor Ruben Pineda

ATTEST:

Valeria Perez, Executive Office Manager

PUBLISHED: _____