

Finance & Personnel Committee Meeting Minutes

Monday, April 19, 2021 at 05:00 PM
Five Points Banquet Room

The meeting was called to order by Chairman Daniel Cobb at 5:00 p.m.

Present: Alderman Daniel Cobb, Alderman Lili Stevens, Mayor Gary Manier

Also Present: City Administrator Ray Forsythe, Planning and Development Director Jon Oliphant, HR Manager Alyssa Goodman, Finance Director Joanie Baxter, Treasurer Ellen Dingledine.

1. Non-member Aldermen Wishing to be Heard on Non-Agenda Item: *None.*
2. Citizens Wishing to be Heard on Non-Agenda Item: *None*
3. Approval of Minutes from March 15, 2021 Meeting: *Mayor Gary Manier made motion to approve minutes, seconded by Alderman Stevens. Motion approved.*

4. Business Items:

A. BILLS AND PAYROLL:

Comments:

Discussion will be moved to the City Council meeting at 6:30PM.

Alderman Stevens asked about the flower policy and wondered if it had been changed. She noted that flowers were sent to Mary Westerfield; however, no flowers were sent since October. The policy has not changed. The City has not had an event in which flowers were necessary since October.

B. TIF FUNDING REQUEST – WASHINGTON HISTORICAL SOCIETY

The Washington Historical Society has submitted an application for TIF assistance to complete interior building improvements to the first and second floors to the Danforth building at 128 Washington Square. WHS recently purchased the building from Gross Enterprises, LLC. The building was constructed in 1893 and is part of the Square Historic District.

The only prior TIF redevelopment agreement for the Danforth building was approved in 2009 with Gross Enterprises. That agreement provided for a 40% TIF subsidy for work that was to be done to the exterior of the building and to resurface the parking lot to the south. The completed work did not include the resurfacing of the lot, most of which the City eventually purchased and reconstructed at a later time. The submitted TIF-eligible quotes for the interior renovation totals \$161,988.

Staff recommends a 30% subsidy for this project. Based on this level, a not-to-exceed amount of \$48,596.40 is recommended to be paid in a single installment. This would be reimbursed from the TIF Fund upon completion of the project and the submittal of the paid invoices.

Comments:

If TIF extension occurs, are these guidelines going to be reworked? Jon replied that we can change the guidelines at any time. Alderman Stevens also believes that some of the items on the list are not eligible for TIF reimbursement. For example, painting is not eligible, but painting has been allowed on some projects.

The Mayor reiterated the TIF projects have kept the Square open and he is in favor of approving the 30% subsidy. TIF can be used for many businesses and Alderman Stevens wants to make sure that the funding can be used by all businesses.

Daniel Cobb made motion to move to Council. Mayor Manier seconded motion. Motion carried.

- C. WASHINGTON PARK DISTRICT SWIMMING POOL INTERGOVERNMENTAL AGREEMENT:**
The Park District was not able to open the swimming pool on Westgate last summer as a result of COVID-19 and has experienced a significant revenue loss because of the pandemic and the Executive Order limiting traditional activities. It is anticipated that the Park District will be able to open the pool this year with limited capacity. One of the largest expenses for the operation of the pool is the cost to fill and maintain water levels throughout the summer. This cost has been between \$12,000 and \$15,000 the last several years.

It is recommended that the General Fund provide a reimbursement to the Park District to cover the cost of the water. The City would transfer funds from the General Fund to the Water Fund to cover the summer bills up to \$15,000.

Comments:

This is for water only. No sewer charges are included. To be moved to April 19 Council Meeting.

- D. WASHINGTON AREA COMMUNITY CENTER USE AGREEMENT:**

As discussed by the Committee of the Whole, an amendment to the Use Agreement with the Washington Area Community Center has been drafted that provides for a **reduced payment of \$50,000 for each of three fiscal years (FY20-21, FY21-22, and FY22-23)**. The original agreement calls for a \$75,000 payment for these years but because of the impact from COVID-19, the Council agrees to accept a reduced payment and then an additional \$75,000 payment will be added to the end of the agreement term such that the entire amount due of \$1,250,000 will be paid over the term of the agreement.

General Fund will be required to transfer an additional \$25,000. This has been reflected in the FY21-22 Budget. Home Rule Sales Taxes are sufficient to cover the shortfall.

Comments:

Request to waive second reading in order to make payment by April 30.

- E. GLENDALE CEMETERY PRICE CHANGE CONSIDERATIONS:**

The City of Washington owns and operates Glendale Cemetery. Rates have not been adjusted since 2013 and the fees charged are not covering the cost of increased maintenance expenses and the cost of overtime for funerals that take place after 2:00 p.m. and weekends, holidays or observed holidays.

Prices were presented and the Committee could choose to increase the rates proposed.

Comments:

All agree that rates need increased. This will be brought to Council.

At what frequency should the rates be reviewed? Can we look at what other communities are doing?

We should not wait eight years to reassess.

- F. CANINE CARE PURCHASE – POLICE DEPARTMENT:**

With the addition of a canine unit through donations from the Zimmerman Family, we are in need of a canine car. We have located a suitable car, currently available on the lot through state bid. We do not expect the car to stay available long, given the short supply of vehicles and estimated 6-month build times. The state bid price of the vehicle is \$37,485 (2021 Ford Explorer Police Interceptor) plus \$300 for delivery to Washington. We have the funds available and discussed vehicle needs with Keith Zimmerman before he passed. The funds Mr. Zimmerman donated are limited to use for our canine program. The vehicle is not available through a local dealer.

Finance Committee approval and recommendation to the full Council for approval to immediately purchase this 2021 Ford Explorer from Morrow Brothers Ford for an amount not to exceed \$37,485.00 plus \$300.00 for delivery to Washington. (\$37,785.00).

Comments:

The donation is much appreciated. Will be sent to Council for approval.

5. Other Business:

None.

6. **EXECUTIVE SESSION:**

For the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body per 5 ILCS 120/2 (c)(1) of the Illinois Open Meetings Act.

Motion by Mayor Manier, seconded by Daniel Cobb. Adjourn Regular Session at 5:30PM.

Regular Session continued at 5:40PM.

7. Adjournment: *Motion approved by Mayor Manier, seconded by Alderman Cobb. Meeting adjourned at 5:40 PM.*