

CITY OF FRONTENAC



MINUTES OF THE CITY OF FRONTENAC WAYS AND MEANS COMMITTEE TUESDAY, FEBRUARY 17, 2016

A. CALL TO ORDER

The February 17, 2016 meeting of the Ways and Means Committee of the City of Frontenac was called to order at 6:05 P.M.

B. ROLL CALL

The following Committee members were present:

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|---------------------------|----------------|
| ✓ Chairman Warren Winer | ✓ Mark Kiehl |
| ✓ Alderman John O'Connell | ✓ Jane Rubin |
| ✓ John Kennedy | ✓ Brian Warner |

Also in attendance were City Administrator Bob Shelton and Finance Officer Lea Ann Layden.

Administrative Clerk Shari Cooper noted that there was a quorum.

C. APPROVAL OF AGENDA:

Chairman Winer requested approval of the February 17, 2016 Agenda.

MOTION: Mr. Kennedy motioned and Mr. Warner seconded approval of the agenda. All voting members present voted in the affirmative. **MOTION PASSED.**

D. APPROVAL OF MINUTES:

Chairman Winer requested approval of the January 12, 2016 Regular Meeting Minutes.

MOTION: Mrs. Rubin motioned and Alderman O'Connell seconded to approve the minutes. All voting members present voted in the affirmative. **MOTION PASSED.**

E. PUBLIC FORUM (PRESENTATION OF REMARKS AND/OR PETITIONS):

No comments were made at this time.

F. COMMENTS BY COMMITTEE MEMBERS:

No comments were made at this time.

G. CHAIRMAN'S COMMENTS:

No comments were made at this time.

H. REVIEW OF FINANCIAL REPORTS:

January, 2016:

Mrs. Layden reviewed the financial reports, stating that the revenues were down for the month compared to monthly budget by \$7,222 or 0.5%. Year to date revenues are up by \$16,303 or 0.4% compared to the year to date budget. Mrs. Layden stated that building department reimbursable fees are up \$2,200 for January and up \$15,200 year to date.

Mrs. Layden stated that monthly operational expenses are down by 0.9% or \$8,258 compared to monthly budget and down by 1.7% or \$79,570 compared to year to date budget.

Mrs. Layden stated that monthly net income is up by 0.3% or \$1,188 compared to monthly budget and up 70.5% or \$96,199 compared to year to date budget.

Mrs. Rubin asked what the agreements for police and fire protection include. Mrs. Layden stated that these are Police and Fire agreements we have through Crystal Lake Park, Westwood and Huntleigh.

I. OLD BUSINESS:

✦ Sales Tax Trends:

Mrs. Layden stated February sales taxes are up 10% for the month compared to budget, and also up 2% year-to-date compared to budget. The rolling 12 month schedule is up 4% compared to budget.

✦ Ballot Issues Article/Flier:

Discussion was held on a few changes to the article/flier to be mailed to residents.

Mrs. Rubin suggested a few changes and requested an update of changes and last review before being presented.

J. NEW BUSINESS:

✦ Review of Existing PILOTS:

Mrs. Layden gave a brief overview of the PILOT Agreements in place with the City currently. Notices of past due payments have been sent. They have reviewed lease agreement formulas and discussions have been held on calculation agreements and versions.

Mr. Kennedy asked if the City has a policy in place for penalty or delinquent payments. Mr. Shelton stated that the City has the option to pull the conditional use permit and agreed that the City needs to tighten up the collection procedures on these. He explained that some were determined based on the amount of retail that would have been generated.

Mr. Kiehl requested that this is kept on the agenda for future discussion.

✦ March 8th Public Forum Outline:

Discussion was held on the current ballot initiatives.

Alderman O'Connell presented illustrations to be shown at the Public Forum. He stated charts and pictures will be shown. Yet, suggestions were made not to show multiple scenarios but to show on a one time basis. Mr. Kennedy stated that this should show part of the future balance needed to maintain reserves.

Alderman O'Connell stated he will have changes sent out to members by the end of the week for further discussion before the Public Forum.

J. SCHEDULE DATES FOR NEXT MEETINGS:

Tuesday, March 8, 2016 - 6:00 PM (Prior to public forum)

K. ADJOURNMENT

Chairman Winer requested approval for adjournment of the February 17, 2016 meeting.

MOTION: Mr. Warner motioned and Alderman O'Connell seconded that the meeting be adjourned. All voting members present voted in the affirmative.
MOTION PASSED.

Meeting adjourned 7:46 P.M.