CITY OF
FRONTENAC

MINUTES OF THE
CITY OF FRONTENAC
WAYS AND MEANS COMMITTEE
FRONTENAC CITY HALL
WEDNESDAY, MARCH 14, 2017

A. CALL TO ORDER

The March 14, 2017 meeting of the Ways and Means Committee of the City of Frontenac was called to order at 7:00 P.M.

B. ROLL CALL

The following Committee members were present:

- ✓ Chairman Warren Winer
- ✓ Alderman O'Connell
- ✓ Michelle Bock
- ✓ Ken Crawford
- ✓ Mark Kiehl
- ✓ Jane Rubin

Also in attendance were City Administrator Bob Shelton; Finance Officer Lea Ann Layden and Administrative Clerk, Shari Cooper.

Ms. Cooper noted that there was a quorum.

C. APPROVAL OF AGENDA:

Chairman Winer requested approval of the March 14, 2017 Agenda.

MOTION: Mr. Kiehl motioned and Alderman O'Connell 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 February 22, 2017 Regular Meeting Minutes.

MOTION: Mr. Kiehl motioned and Alderman O'Connell seconded approval of the minutes. All voting members present voted in the affirmative. **MOTION PASSED**.

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

Andrew Horobec stated he was representing the Frontenac Fire Department and requested the members of the Ways & Means Committee review the packet that was handed to each member regarding salary comparisons for the upcoming budget discussions.

F. COMMENTS BY COMMITTEE MEMBERS:

No comments were made at this time.

G. CHAIRMAN'S COMMENTS:

Chairman Winer stated it will be important to look at the next 10 years for the City of Frontenac. He stated the committee needs to look at the long term picture.

H. REVIEW OF FINANCIAL REPORTS:

February, 2017:

Mrs. Layden stated the use tax was not budgeted this year but we should be seeing an average of $6,000 – 8,000 monthly. She stated the financial institution tax has been around $17,000 for the last few years, but it was $55,000 this year. Mrs. Layden stated expenses are $146,000 below budget for the year. Mr. Kiehl asked if the savings are timing only or will be realized at the end of the year. Mrs. Layden said the police department will only be purchasing one car and not two and most savings will hold.

Mrs. Layden stated that year to date net income is below budget by $20,000 with sales tax attributing to this.

Chairman Winer asked about the big picture for the year and said this really is about sales tax being the trend. Mrs. Layden stated that we have four major entities with two under reporting this year. Chairman Winer stated revenues are down almost $300,000 compared to budget mostly sales tax.

Mrs. Layden stated that ambulance revenues are down with 20 less trips this year. She stated that in 2016 we received 62% of net collections. Write-offs were only 10%. Mrs. Layden stated the City should look at collections vs. date of service to see the receivables as a whole.

Chairman Winer expressed concern to better understand sales tax to decide on future projects. He stated they are down all around and how do we project this in long term. Mrs. Rubin asked about vacancies within the Plaza.

Mr. Shelton stated there are a few locations but renovations are happening. He stated one of the anchor stores is seeing a decrease this year.

Status of Grove PILOT:

No updates as of now.

I. NEW BUSINESS:

2017-18 Budget Revenue Projections:

Alderman O'Connell reviewed the projected assumptions. Chairman Winer stated there is no easy answer and requested a workshop to discuss with members about the upcoming budget season. Chairman Winer suggested walking through the projected budget numbers and taking a look at all scenarios. Mr. Kiehl stated we missed projections last year and he wants to understand why.

J. SCHEDULE DATES FOR NEXT MEETINGS:

Tuesday, April 11, 2017 at 7:00 p.m.

K. ADJOURNMENT

Chairman Winer requested approval for adjournment of the March 14, 2017 meeting.

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

Meeting adjourned 8:16 P.M.