

CITY OF FRONTENAC



MINUTES OF THE WAYS AND MEANS COMMITTEE REGULAR MEETING FRONTENAC CITY HALL APRIL 20, 2021

A. CALL TO ORDER

The April 20, 2021 regular meeting of the Ways and Means Committee of the City of Frontenac was called to order at 3:00 p.m. The meeting took place via video and teleconference.

B. ROLL CALL

Chairperson Margaret Sherwood
Tom Mug
Alderspersion Millman

Tim Sant
Warren Winer
Emily Arneson, Asst. Treasurer ex-officio

Mr. Lenzen and Mr. Marx were absent.

Mr. Christensen stated there was a quorum.

Mayor Hatfield was in attendance.

Also in attendance were City Administrator Jaysen Christensen; Finance Officer Lea Ann Bennett; and City Clerk Leesa Ross.

C. VOTE TO APPROVE AGENDA

Chairperson Sherwood asked for a motion to approve the April 20, 2021 agenda, with the removal of Item D, vote to approve meeting minutes.

MOTION: Mr. Winer made a motion and Mr. Mug seconded approval of the agenda, as amended. All members present voted yes. **MOTION PASSED.**

D. PUBLIC FORUM

There were no comments by the public at this time.

E. COMMENTS BY COMMITTEE MEMBERS

There were no comments made at this time.

F. CHAIRPERSON'S COMMENTS

Chairperson Sherwood made no comments at this time.

G. REVIEW OF FINANCIAL REPORTS

- **March 2021**

Ms. Bennett presented the financial report information, which is attached.

H. OLD BUSINESS:

Sales Tax Trends

Ms. Bennett presented the sales tax trends report, which is attached.

Sales Tax & Utility Tax Audit

Ms. Bennett gave no update at this time.

Property Tax

Chairperson Sherwood stated there is no update at this time.

Worker's Comp Update

Chairperson Sherwood stated there is no update at this time.

Sales Tax Interruption Claim

Mr. Christensen stated there is no update at this time.

Utility Tax Lawsuit Updates

Mr. Christensen stated there is no update at this time.

Development Updates

Mr. Christensen gave an update on the City's new developments.

COVID-19 Updates

Mr. Christensen gave an update on COVID-19.

Potential Fire District

Mr. Christensen updated the Committee on this issue. Mayor Hatfield and the Committee members commented on this issue.

Multi-Year Plan

Aldersperson Millman made comments about the Multi-Year Plan.

Board's Requests

I. Evaluate impact of 60th and 90th Percentile Salary Increases

Mr. Christensen presented information to the Committee on this topic.

Ms. Sherwood mentioned the unrestricted cash sheet, which was included.

J. NEW BUSINESS:

Employee Benefits Manual

Mayor Hatfield gave an update on the employee handbook and asked the Ways & Means Committee, to review it to determine what the financial impact to the City is. Mr. Mug volunteered to review the handbook.

Joint Budget Workshop with Board

Wednesday, May 26, 2021, 5:00 p.m. to discuss the budget.

Joint Meeting between the Ways & Means Committee and the Board of Alderspersons to discuss a property tax increase and the preliminary budget Thursday, May 13, 2021, 5:00 p.m.

K. SCHEDULE DATES FOR NEXT MEETINGS:

Thursday, April 29, 2021, 1:00 p.m. – Budget

Thursday, May 6, 2021, 3:00 p.m. – Budget

Thursday, May 13, 2021, 3:00 p.m. – Regular Meeting

L. ADJOURNMENT

MOTION: Alderperson Millman made a motion and Mr. Winer seconded to adjourn the meeting. All Committee members voted "Aye".

The meeting adjourned at 3:51 p.m.

Attachments to the minutes:

March 2021 Financial Report
Select Comparisons (2)
Unrestricted Cash