

# CITY OF FRONTENAC



## MINUTES OF THE CITY OF FRONTENAC WAYS AND MEANS COMMITTEE FRONTENAC CITY HALL WEDNESDAY, AUGUST 20, 2018

### A. CALL TO ORDER

The August 20, 2018 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 John O'Connell | ✓ Mark Kiehl   |
| ✓ Alderman Bray           | ✓ Jane Rubin   |
| ✓ Amy Boltzman            | ✓ Warren Winer |

Ms. Cooper noted there was a quorum.

Also in attendance were Mayor Margot Martin, Alderman Tom O'Brien, City Administrator Jaysen Christensen, Finance Officer Lea Ann Bennett, and Administrative Assistant Shari Cooper.

### C. APPROVAL OF AGENDA:

Chairman O'Connell requested approval of the August 20, 2018 Agenda.

Chairman O'Connell asked for a motion to approve the agenda.

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

### D. APPROVAL OF MINUTES:

Chairman O'Connell requested approval of the July 16, 2018 Minutes.

Chairman O'Connell asked for a motion to approve the minutes.

**MOTION:** Alderman Bray motioned and Mr. Kiehl seconded approval of the July 16, 2018 minutes. All voting members present voted in the affirmative. **MOTION PASSED.**

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

Mayor Martin acknowledged the outgoing Chairman Warren Winer for his service as the Chairman with the committee from 2005 – 2018 and also thanked him for remaining as a member on the committee.

**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:**

July 2018:

Ms. Bennett stated that almost all of the revenues from this month will be accrued back to last year along with sales tax. Some of the numbers we do have variances for in regards to timing.

Ms. Bennett stated that today alone we received \$50,000 in project fees for the Desco project. Today's numbers will not get accrued into last year. Alderman Bray asked if it doesn't get in by the end of the month does it get divided up between last and this year. Ms. Bennett stated that if it is close we can defer it as revenue but there is really no point in doing that.

She stated court fines are down because we are short an officer with the Chief leaving and two promotions given but the traffic officer has not having to fill in the regular patrol spots and the City is hoping that as of next month we get the traffic officer back in his normal position we will see those lines come back up. Chairman O'Connell asked with in regards to safety positions what the time frame for filling those two spots, Mr. Christensen stated that both positions have been appointed and now it is just a matter of training. Usually this is about eight (8) week training period.

Alderman Bray asked if the first hire is going to bring back our safety officer to come back. Ms. Bennett stated that she believes it is the second officer to be hired.

Mrs. Rubin asked if only the traffic officer does entail what we refer to as safety measures. Why do we call him a traffic officer? The traffic officer is devoted to safety focused police work.

Expenses are looking pretty good and running better than budget. Mr. Winer asked about our health benefit. Ms. Bennett stated we had paid July and August, and she had already figured this in.

Ms. Bennett stated that the Courts are being mandated by the Supreme Court to comply with having their own bank account.

## **I. OLD BUSINESS:**

### **Sales Tax Trends**

Ms. Bennett spoke on the legal retailer sheet that we have been looking at and comparing these retailers for the last 10 months. Discussion between members took place regarding the amounts reported.

### **Salary Survey Updates**

Discussion on salary updates, lead by Mr. Christensen between members. Mr. Christensen stated that this will benefit the City as well as our employees. The budget for this year does not include the Fire Department's two (2) percent.

### **Lawsuit Updates**

Mr. Christensen stated there was nothing new to update on the lawsuits at the moment.

### **Utility Tax Lawsuit Updates**

Mr. Christensen stated there was nothing new to update on the lawsuits at the moment.

## **J. SCHEDULE DATES FOR NEXT MEETINGS:**

Tuesday, September 11, 2018 at 7:00 p.m.

## **K. ADJOURNMENT**

Chairman O'Connell asked for a motion to adjourn the meeting.

**MOTION**: Mr. Winer motioned and Mr. Kiehl seconded the meeting be adjourned. All commission members presented voted "Aye". **MOTION PASSED**.

The meeting adjourned at 8:37 p.m.