

# CITY OF FRONTENAC



## MINUTES OF THE CITY OF FRONTENAC WAYS AND MEANS COMMITTEE FRONTENAC CITY HALL TUESDAY, OCTOBER 17, 2017

### A. CALL TO ORDER

The October 17, 2017 meeting of the Ways and Means Committee of the City of Frontenac was called to order at 5:30 P.M.

### B. ROLL CALL

The following Committee members were present:

- ✓ Chairman Warren Winer
- ✓ Mark Kiehl
- ✓ Jane Rubin

Also in attendance were City Administrator Bob Shelton; Finance Officer Lea Ann Layden, Alderperson David Bray, Alderperson Tom O'Brien, Alderperson Jamie Griesedieck and City Clerk, Leesa Ross.

There was not a quorum.

### C. APPROVAL OF AGENDA:

Chairman Winer requested approval of the October 17, 2017 Agenda.

**MOTION:** Mr. Kiehl motioned and Ms. Rubin seconded approval of the agenda as amended. All voting members present voted in the affirmative.

**MOTION PASSED.**

### D. APPROVAL OF MINUTES:

Chairman Winer requested approval of the September 12, 2017 meeting minutes. The minutes were not approved as there was no quorum.

**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:**

Chairman Winer made no comments at this time.

**H. REVIEW OF FINANCIAL REPORTS:**

June 2017 – Audited:

Ms. Layden stated this was on an accrual basis. She said they will amend this budget to remove the pumper. She stated net income was under budget by \$145,000 and the total revenue was down \$172,000 compared to budget. She said the use tax is up by \$90,500 as it was unbudgeted. She noted that utility taxes were down, and the PILOT payments were up by \$143,000. Also, building permits were up \$48,000 or 26% and court fines were up \$55,000 which is 24%, and that interest income was up \$14,000, which is 56%.

Mrs. Layden stated between fiscal years 2015-2016 and 2016-2017, the sales tax revenue was down 5%. There were discussion of PILOTS and revenue.

September 2017:

Ms. Layden stated sales tax is misleading for this year, as a major retailer paid two extra past due payments, and the income reflects five sales tax payments in a three month period, for the major retailer.

**I. OLD BUSINESS:**

**Sales Tax Trends:**

Mr. Winer stated he would like a report to show if the 4.8% decrease in sales tax was accurate and he wanted it clarified in a simple way. He stated he wanted it reported as apples to apples, and stated we must be certain of the numbers, and we must look at the accruals for both years.

Ms. Layden stated the financial statements do show 10 years of accruals. There was additional discussion of the ways to review sales tax to confirm the decrease in revenue. Ms. Layden stated you cannot look at the one cent

sales tax, as it is shared. Mr. Shelton stated they will look at the Parks & Storm Water Fund as an indicator. Mr. Winer stated he needed the information for the Thursday evening meeting.

## **J. NEW BUSINESS:**

### **Stakeholder Meeting Updates**

Chairman Winer stated there was a stakeholders meeting held Wednesday and there was a modest turnout of 20-30 people. He stated there were a lot of questions, and a lot of data presented. He stated he would like to have seen more people attend the meeting.

Ms. Rubin asked if there is more communications that needs to be done. Mr. Winer stated ultimately it is up to the Board of Aldermen, as it is scheduled to go before them for a vote in December, to ratify a vote for an April 2018 ballot issue.

### **Redevelopment Updates**

Mr. Shelton stated there is nothing to report. Mr. Kiehl asked if the assumptions needed to be changed. There was additional discussion on this idea. Mr. Shelton stated DESCO estimated the site will generate \$650,000 annually. There was additional discussion of the city's overall costs, and Mr. Winer stated 80% are personnel costs and stated the rate only grows approximately two to three percent a year, which includes salary, pension and medical costs.

Ms. Rubin asked if there will be a new line item for the Prop P funds. Ms. Layden stated yes.

### **Audit Update**

Ms. Layden stated the auditors were here and they suggested three adjustments.

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

Tuesday, November 14, 2017 at 7:00 P.M.

## **L. ADJOURNMENT**

Chairman Winer adjourned the meeting at 6:46 p.m.