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Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE

Tuesday, August 10, 2021

7:00 PM

North Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Alderman Jeffrey Hansher
Alderman Glenn Bushee
Alderman Robert Strzelczyk
Mayor John Wirth

Also Present: City Administrator Jones, City Clerk Fochs, Acting Finance Director Keyser, City Attorney Sajdak, Executive Assistant Enea, Cooper Prindell, and Ken Zganjar

2) Approve Meeting Minutes

a. July 13, 2021 Finance & Personnel Meeting Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Bushee

AYES: Hansher, Bushee, Strzelczyk

3) License Applications

a. August 2021 Licenses

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Hansher

SECONDED BY: Alderman Bushee

AYES: Hansher, Bushee, Strzelczyk

4) Vouchers for Payment

a. July 2021 Voucher Approval List

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Hansher

AYES: Hansher, Bushee, Strzelczyk

5) Resolutions

Action requested: review and recommend approval

- a. **RESOLUTION 3872** A Resolution Authorizing the Collateral Assignment of the Development Agreement with Blue Ribbon Self Storage III, LLC to First Midwest Bank

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Hansher

AYES: Hansher, Bushee, Strzelczyk
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6) Discussion Items

- a. 2021 YTD Investment Report as of 6/30/2021

Acting Finance Director Keyser reported that the City is doing alright with its investments, but not as good as last year. The Committee asked to invite Dana Investments to give a presentation after the third quarter ends.

- b. 2021 Q2 YTD Budget (Unaudited)

Acting Finance Director Keyser reported that public safety revenues and investment interest were both only at about a 14% YTD in accordance with the approved budget. There is some lag time with public safety fees, specifically ambulance revenues. All of the other revenue categories are doing well through quarter two. Overall, expenditures are below the 50% mark. A few departments are over the 50% mark, but it is to be expected at this point in the fiscal year.

The Committee did not have any further questions.

- c. Finance & Personnel Work Plan

Alderman Bushee asked about accepting credit card payments at City Hall. City Administrator Jones expressed the Finance Department has been without a Finance Director since May, thus has not had ample time to devote to this project. It is on the list to start again once the new Director has started and comfortable in the position.

7) Adjourn

Motion to adjourn at 7:18 PM.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Bushee

SECONDED BY: Alderman Strzelczyk

AYES: Hansher, Bushee, Strzelczyk
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Respectfully Submitted,

Carrie Enea