

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
APRIL 1, 2013 IN THE COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Ebersohl called the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois to order at 8:00 p.m.

Upon Roll Call, the following members were:

Present: Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews and Reis and Mayor Hutchinson.

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Attorney Terry Bruckert, City Engineer Ron Williams, Chief of Police and EMS Director Joe Edwards and Accounting Manager Linda Sharp.

Guests Present: None.

Chairman Ebersohl stated the purpose of the meeting was to review and discuss (1) budgetary and financial information; and (2) any other items to be considered.

**II. BUDGETARY AND FINANCIAL INFORMATION PRESENTATION AND
DISCUSSION**

(Note: Copies of the following budgetary/financial information was placed on the council members' desks on April 1, 2013 prior to the start of this meeting: (i) a "Draft Budget" for the year ending April 30, 2014 (64 pages) – this document had also been sent to the council members via e-mail on 03/29/13; (ii) a worksheet entitled "Comparison of Estimated Receipts vs. Budgeted Expenditures (DRAFT BUDGET) – Ordinance No. 2948 (FY 12-13 Actual Budget) vs. FY 13-14 Draft Budget" (1 page); (iii) a document entitled "Capital Equipment and Capital Projects – Budget for the Fiscal Year from May 1, 2013 thru April 30, 2014" with revisions shown from its original presentation at the March 25th Committee Meeting (3 pages); (iv) a document entitled "Analysis of General Fund Accounts – Fee Increases for FY 2013/2014 Budget" summarizing approximate annual receipts of various General Fund fees (1 page); and (v) a worksheet document containing a listing of/financial data on various city fees (10 pages).

Chairman Ebersohl called upon City Administrator Al Hudzik to address the Committee on budgetary matters. Hudzik made introductory remarks pertaining to the budgetary process and the schedule to be followed for the budget to be approved. He then reviewed

the following documents: (a) the Comparison of Estimated Receipts vs. Budgeted Expenditures handout, which contained financial summary information on the city's various funds, including the estimated excess/deficit of estimated receipts to budgeted expenses for the current budget and the FY 13-14 Draft Budget – he informed the Committee Members that the estimated excess/deficit totals shown in the current budgeted figures vs. those presented for FY 13-14 were very similar, and that a large portion of the FY 13-14 deficit figures reflected on the report were the result of expense items carried over (i.e., not spent in the current budget and again included in the FY 13-14 budget); and (b) several pages of financial information shown in the Draft Budget including (i) some of the larger General Fund receipts estimates – he indicated the transfer from the Capital Development Fund to the General Fund for the current fiscal year, as well as the FY 13-14 budget, was being reduced to \$425,000 from the \$445,000 level of the past several years; additionally, he indicated the General Fund could absorb the estimated deficit approximating \$188,000 due to the anticipated year ending cash level, which will result from (A) not expending funds of approximately \$68,000 for capital projects/capital equipment in the current fiscal year budget, which items will be carried over into FY 13-14; and (B) holding down operating expenditures in the current fiscal year; (ii) the receipts and disbursements figures shown in the Motor Fuel Tax Fund – he detailed the expenses to be carried over into the next fiscal year (which constituted a large part of the projected deficit); (iii) the Garbage Fund, which contained an increase in fees in the amount of the fee increase received from Reliable Sanitation (i.e., \$.88/mo.) when Reliable's contract was renewed in December, 2012; (iv) the receipts and disbursements figures shown in the Capital Development Fund – he again detailed the expenses to be carried over into the next fiscal year (which constituted a large part of the projected deficit); and (v) the receipts and disbursements figures shown in the Water and Sewer Operations Fund. He then reviewed the changes shown on the Capital Equipment and Capital Projects document for each of the funds shown – in addition to the changes made (since the March 25th Committee Meeting), a column had been added to show items to be carried over into the FY 13-14 budget since they had not been purchased in the current fiscal year. During Hudzik's presentation, all in attendance were given to opportunity to make comments, ask questions and express their opinions.

Accounting Manager Linda Sharp then addressed the Committee and indicated the fees documentation (i.e., the Analysis of General Fund Account Fees and the listing of various city fees), as well as the multi-year cash flow projections for the Motor Fuel Tax and Capital Development Funds (which had previously been delivered to the Committee Members), had been distributed for informational purposes and that those documents would be reviewed at the April 8th Committee Meeting.

City Administrator Hudzik then made concluding remarks and indicated that (1) as required by state law, the Draft Budget (presented at tonight's Committee Meeting) would be posted for public viewing on Wednesday (April 3rd) or Thursday (April 4th) thru the adoption of the FY 13-14 budget (anticipated to occur on April 15th); and (2) city staff would continue working on the budget and would update the Committee Members on any changes made to the Draft Budget document (as presented at this meeting).

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Roessler and seconded by Alderman Agne to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, April 1, 2013 at 9:05 p.m. Upon Roll Call vote, Chairman Ebersohl and Aldermen Agne, Niemietz, Roessler, Huch, Mathews and Reis voted yea. **MOTION CARRIED.**

Gene Ebersohl

GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:

Albert G. Hudzik

ALBERT G. HUDZIK, City Administrator