

NOTICE OF & AGENDA FOR  
CITY OF COLUMBIA, ILLINOIS  
COMMITTEE MEETINGS TO BE HELD ON  
MONDAY, JUNE 28, 2010  
AT COLUMBIA CITY HALL  
208 S. RAPP AVENUE  
COLUMBIA, ILLINOIS

**7:00 PM - Finance, Claims, Bonds and Interest**

1. Funds Cash Flow Analysis - Funds Transfers discussion
2. Illinois Municipal League Annual Conference (September 23-25, 2010) discussion
3. Other items to be considered or discussed

**MINUTES OF THE FINANCE, CLAIMS, BONDS AND INTEREST  
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF  
COLUMBIA, ILLINOIS HELD MONDAY, JUNE 28, 2010 IN THE COUNCIL  
ROOM OF CITY HALL**

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**I. CALL TO ORDER**

Chairman Roessler called the Finance, Claims, Bonds and Interest Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:03 p.m.

Upon Roll Call, the following members were:

Present: Chairman Roessler and Aldermen Ebersohl and Stumpf.

Absent: Alderman Hejna.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Agne and Niemietz.

Administrative Staff Present: City Administrator Al Hudzik, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

Chairman Roessler stated the meeting was called to discuss (1) Funds Cash Flow Analysis – Fund Transfers; (2) the upcoming Illinois Municipal League Annual Conference (September 23-25, 2010); and (3) any other items to be considered.

**II. FUNDS CASH FLOW ANALYSIS – FUNDS TRANSFERS DISCUSSION**

Chairman Roessler opened the meeting and called upon Accounting Manager Linda Sharp to address the Committee on this issue. Mrs. Sharp reviewed the Cash Flow Analysis – Library Fund Memo and worksheet and proposed that a transfer in the amount of \$65,000 be made from the Working Cash Fund to the Library Fund (with an anticipated repayment date in September) to help alleviate a cash flow problem in the Library Fund due to the delayed receipt of real estate taxes. The Library Building Fund cash flow was briefly discussed, since the library roof repair work is anticipated in the near future -- no cash flow problem is anticipated in this fund, as long as the work is not completed before mid-August. Mrs. Sharp also reviewed the Cash Flow Analysis – General Fund Memo and worksheet and proposed transfers into the General Fund of (i) \$90,000 from the Working Cash Fund (with an expected repayment date in October); (ii) \$50,000 from the Garbage Fund; and (iii) \$245,000 from the Capital Development Fund to help alleviate a cash flow problem in the General Fund due to delayed receipt of real estate taxes, as well as the State's arrearage in state income tax payments (in an amount

approximating \$347,000). During Mrs. Sharp's presentation, a discussion by all in attendance took place wherein questions were asked and comments were made pertaining to (a) the figures presented on the worksheets reviewed; (b) the city's anticipated receipts vs. expenditures (as contained in the current budget); (c) the state's income tax arrearage; and (d) the city's general financial condition. Mrs. Sharp indicated the finances of the various city funds would be monitored on an ongoing basis and the Council would receive periodic updates.

It was the general consensus of the Committee Members that the necessary resolutions be presented at the next City Council meeting to allow for the funds transfers as recommended.

### **III. ILLINOIS MUNICIPAL LEAGUE ANNUAL CONFERENCE DISCUSSION**

Chairman Roessler made opening comments and referred to last year's (2009) IML Conference Expenses spreadsheet; he also indicated that this year's IML Conference is scheduled for September 23 – 25, 2010, in Chicago, Illinois, for those who are interested in attending. City Administrator Al Hudzik suggested the discussion include: (i) attendance at this year's conference and a possible reduction in conference expenses; and (ii) if all officials and department heads plan to attend, should a limit be set on costs wherein expenses exceeding the limit would be paid by the attendees. Mayor Hutchinson pointed out this year's schedule allows single day registration if attendees are unable to attend all three (3) days of the conference. A general discussion was then held in which all in attendance were able to make comments, which included: (a) the slight increase in hotel rates; (b) the difference in transportation costs to the conference – flying versus driving; (c) setting a maximum reimbursement for travel, meals and miscellaneous expenses; (d) setting a maximum rate for travel expenses to the conference (based on whichever rate of transportation is the most economical); (e) attendees gain beneficial information at the IML conference that helps in the performance of their duties; and (f) the possibility of attendees using their personal credit card for expenses, which would then be reimbursed by the city (up to a maximum amount??). It was the general consensus of the Committee/Council Members that all elected officials and department heads be allowed to attend this year's IML Conference, but that maximum transportation expenses allowed for attendance at the conference, i.e., to the hotel (excluding cabs, mass transit expenses and parking fees) be based on the round trip air fare rate.

### **IV. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED**

None.

V. **ADJOURNMENT**

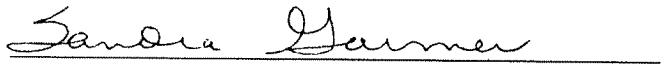
**MOTION:**

It was moved by Alderman Stumpf and seconded by Alderman Ebersohl to adjourn the Finance, Claims, Bonds and Interest Committee Meeting held Monday, June 28, 2010 at 7:55 p.m. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl and Stumpf voted yea. **MOTION CARRIED.**

  
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MARK ROESSLER, Chairman

FINANCE, CLAIMS, BONDS AND INTEREST COMMITTEE

Minutes taken by:

  
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SANDRA GARMER, Accounting/Clerical Assistant