

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE CITY
COUNCIL OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
APRIL 9, 2012 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 7:02 p.m.

Upon Roll Call, the following members were:

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

Absent: None.

Quorum Present.

Administrative Staff Present: City Administrator Al Hudzik, City Engineer Ron Williams, Chief of Police and EMS Director Joe Edwards, Accounting Manager Linda Sharp and Accounting/Clerical Assistant Sandy Garmer.

Guests Present: None.

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

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

Chairman Ebersohl called upon City Administrator Al Hudzik and Accounting Manager Linda Sharp to address the Committee on budgetary matters. Hudzik made introductory remarks pertaining to the FY 2012-2013 estimated receipts and indicated the draft budget reflected a very tight cash flow situation (especially in the General Fund). Accounting Manager Sharp then reviewed (i) the Fee Schedule (previously distributed to the Committee Members), which reflected a 3% increase in most categories (rounded to whole dollar amounts for many of the listed fees) as discussed at the April 2nd Committee Meeting; and (ii) several of the funds contained in the Draft Budget (i.e., Library Fund, Community Development Assistance Fund, Sewer Lagoon Replacement Fund, Old Town Bond Project Fund and the four (4) other Bond Funds). She then reminded the Committee Members of (a) the Public Budget Hearing on April 16th at 6:45 PM (immediately prior to the City Council Meeting); and (b) the recently enacted legislation requiring posting on the city's website of the total compensation package (as defined in

the legislation) for each city employee having a total compensation package that exceeds \$75,000 – said posting is to occur within six (6) business days of the passage of the budget; she also informed the Committee Members of the budgetary filing requirements. Hudzik then reviewed his Memo and its accompanying documents, similar to the ones distributed and reviewed at the 04/02/12 Committee Meeting with changes discussed at that meeting reflected on the documents (reviewed at this meeting); he also distributed and reviewed worksheets entitled (i) “Departmental/Fund Expenditure Summary Analysis – Draft Budget (2012-2013) Amounts” detailing the amounts and percentage figures of General Fund, Ambulance Dept., Water Dept. and Sewer Dept. expenditures totals shown for “Salaries and Benefits”, “Capital Expenditures”, “Subsidies” and “Total Other Expenditures”; (ii) “Capital Equipment and Capital Projects Categorized by Department/Area of Responsibility” showing Fiscal Year Totals beginning with FY 2008-2009; (iii) “Ambulance Department Receipts Analysis – November 3, 2011 – April 3, 2012 (Internal Billing Period)”; and (iv) “Ambulance Worksheet – Receipts vs. Disbursements” for the current Fiscal Year to date – he also reviewed the proposed budget figures for the Motor Fuel Tax and Capital Development Funds. During Hudzik’s review, all in attendance were given the opportunity to ask questions and make comments, which included (1) additional expenditure reductions were needed to alleviate the projected \$34,324 General Fund deficit; (2) the possible reduction in the wages and benefits of the Building Inspector, and the position’s reduction to an approximate ½ time inspector – this option was discussed in conjunction with the possibility of contracting with Monroe County to utilize the county’s building inspection personnel to assist with the city’s building inspections; (3) the handling of code enforcement violations; (4) a reduction in the budgeted amount or the elimination of the tennis court resurfacing; (5) the replacement of DOPW employee Ray Fischer, who is scheduled to retire in July; (6) the need to identify additional sources of revenue; and (7) the need for additional development within the city. Police Chief Edwards then made brief remarks on the handling of ordinance violations and the current staffing level of the Police Department. It was the general consensus of the Committee Members that the Draft Budget document be amended to (a) eliminate the tennis court resurfacing; (b) reduce the wages and benefits totals in the building inspection department (to reflect an approximate ½ time inspector); and (c) reduce the wages and benefits totals for replacing DOPW retiree Ray Fischer upon his retirement date (July, 2012) to approximately halfway between July and the end of the city’s FY 2012-2013 – said amended budget to be presented to the City Council for its consideration at the April 16th council meeting.

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Reis and seconded by Alderman Huch to adjourn the Committee of the Whole Meeting of the City Council of the City of Columbia, Illinois held Monday, April 9, 2012 at 9:42 p.m. Upon Roll Call vote, Chairman Ebersohl and Committee of the Whole Meeting

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Memo (and Attachments) from Accounting Manager Linda Sharp re: Fee Schedule (11 pages)

Draft Budget Document Year Ending April 30, 2013 (66 pages)

Memo (and Attachments) from City Administrator Al Hudzik re: Draft Budget Analysis Information (for Monday’s Committee of the Whole Meeting) (21 pages)

Aldermen Agne, Niemietz, Roessler, Huch, Mathews, Piazza and Reis voted yea.
MOTION CARRIED.

Gene Ebersohl

GENE EBERSOHL, Chairman
COMMITTEE OF THE WHOLE

Minutes taken by:

Sandra Garner
SANDRA GARMER, Accounting/Clerical Assistant