

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Approved December 4, 2023

CITY OF WEST CHICAGO – 475 Main Street FINANCE COMMITTEE MINUTES Regular Meeting September 5, 2023

1. Call to Order, Roll Call and Establishment of a Quorum

Alderman Dimas called the meeting to order at 6:00 p.m. on September 5, 2023. Roll call found Daniel M. Beebe, Sandy Dimas, Joseph C. Morano, Jayme Sheahan, Rebecca Stout and Chris Swiatek present. Alderman Christine Dettmann was absent. Alderman Dimas announced a quorum.

Staff in attendance: City Administrator Michael Guttman, Finance Director Nikki Giles, Assistant City Administrator Tia Messino, Assistant Finance Director Diana Soltess and Management Fellow Brady Fisher.

2. Finance Committee Meeting Minutes of July 12, 2023.

Alderman Swiatek made a motion, seconded by Alderman Stout, to approve the minutes of July 12, 2023. Voting Aye: Alderman Beebe, Dimas, Morano, Sheahan, Stout, and Swiatek Voting Nay: 0 Absent: Alderman Dettmann. Motion carried.

3. Public Participation / Presentations

A. Dupage Senior Citizens Council Presentation

Executive Director of Dupage Senior Citizens Council (DSCC), Mary Lynn, stated this was a follow-up from the discussion held about 9 months ago. DSCC is requesting additional funding from the usual amount the City has provided. Executive Director Lynn indicated the senior population is growing and since COVID the volume for home delivery requests and other services has increased by 40%. She said the current cost gap is \$34,000 for West Chicago and DSCC is asking for \$25,000 a year to go towards the cost gap, the City currently funds \$10,000.

Alderman Morano said that in January the DSCC asked for \$25,000, he asked if the DSCC is asking for additional funds. Executive Director Lynn, said DSCC is only asking for \$25,000 and hopes the City can continue to contribute \$25,000 a year instead of the current \$10,000 contribution.

Alderman Dimas said the contribution was bumped to \$24,000 in December of 2022. Executive Director Lynn clarified that the DSCC is asking the City to maintain the \$24,000 contribution and expressed the importance of working with the City.

4. Items for Consent

- A. Ordinance No. 23-O-0024 – Third Quarter Budget Amendment
- B. Ordinance No. 23-O-0025 – Water and Sewer Rates
- C. Ordinance No. 23-O-0026 – Public Benefit Fund Changes to the City Code
- D. Ordinance No. 23-O-0030 – Board and Commissions Changes to the City Code
- E. Resolution No. 23-R-0064 – Updated Budget Policy
- F. Resolution No. 23-R-0077 – Boards and Commissions Handbook

Alderman Morano asked to pull items 4A and 4B.

City Administrator (CA), Michael Guttman, introduced Management Fellow, Brady Fisher.

Management Fellow Brady spoke on items 4D and 4F. He said he created a Boards and Commissions Handbook and is a companion to the Code of Conduct documents. He said there are sections on the rules of decorum, reporting structures and rules and expectations. He also noted the legal considerations section covers ethics and the Opens Meeting Act.

CA Guttman, briefed the Committee on items 4A, 4B, 4C and 4E. CA Guttman noted the Third Quarter Budget Amendment lists several items. He said all remaining Motor Fuel Tax money in the General Fund will be moved to the Motor Fuel Tax Fund. CA Guttman also noted there was a transposed number for liquor license revenue. He said the amendment will show that we left IRMA and moved to RMA. CA Guttman said there is money in IPBC, which is our health insurance cooperative, which will be moved to fund the new park.

CA Guttman said the next rate increase will be on January 1, 2025 instead of July 1, 2024 and every year thereafter for the next four years.

CA Guttman said the Updated Budget Policy Ordinance memorializes depositing video gaming revenues into the Community Park Fund and allows for reserves in excess of the City's Reserve Policy be automatically transferred to the Park Fund.

CA Guttman said the Public Benefit Fund Ordinance shows that the fund will be used for the operating and capital costs associated with the new Community Park.

Alderman Morano asked if rates could be lowered in the future if for instance there was a decrease in costs. CA Guttman said yes, rates can be adjusted and there is always a possibility that rates could increase or decrease, depending on circumstances.

Alderman Swiatek made a motion, seconded by Alderman Stout, to approve the consent agenda items. City Administrator Guttman clarified that items 4A and 4B are

added back into this motion. Voting Aye: Alderman Beebe, Dimas, Morano, Sheahan, Stout and Swiatek. Voting Nay: 0 Absent: Alderman Dettmann. Motion carried.

5. Items for Discussion.

A. FY 2024 Funding Amount for DuPage Senior Citizens Council

Alderman Dimas asked if anyone thought the increase from \$10,000 to \$24,000 was absorbent or is there room to continue with funding.

Alderman Morano said that based on the presentation the funding is needed by DSCC and should continue.

Alderman Stout asked if the \$24,000 being requested is within the City's budget. CA Guttman responded that the City can maintain that funding.

Alderman Swiatek recommends that the City continue with funding the \$24,000.

Alderman Dimas asked if anyone was against making this donation. Consensus was to approve the requested funding for DSCC.

CA Guttman asked if Executive Director Lynn should come back next year to justify the amount. Direction was given that yes, DSCC should be held accountable for the money that is being donated.

6. Unfinished Business. None

7. New Business. None

8. Reports from Staff.

9. Executive Session (if needed). None

10. Adjournment.

At 6:27 p.m., Alderman Beebe made a motion, seconded by Alderman Morano, to adjourn the meeting. All Aldermen voted Aye by voice vote.

Respectfully submitted,

Josie Avilez