

MINUTES
July 16, 2019
Committee of the Whole
City of Batavia

Please **NOTE:** These minutes are not a word-for-word transcription of the statements made at the meeting, nor intended to be a comprehensive review of all discussions. They are intended to make an official record of the actions taken by the Committee/City Council, and to include some description of discussion points as understood by the minute-taker. They may not reference some of the individual attendee's comments, nor the complete comments if referenced.

Chair Wolff called the meeting to order at 7:00pm.

1. Roll Call

Members Present: Chair Wolff; Ald. Miller, Russotto, Knopp, Chanzit, Salvati, O'Brien, Callahan, Meitzler, Malay, Uher, Cerone, McFadden

Members Absent: Ald. Beck

Also Present: Mayor Schielke (entered at 7:19pm); Chief Eul, Batavia Police Department; Laura Newman, City Administrator; Gary Holm, Director of Public Works; Peggy Colby, Director of Finance; Wendy Bednarek, Director of Human Resources; and Jennifer Austin-Smith, Recording Secretary

2. Reminder: Please speak into the microphone for BATV recording

3. Approve Minutes from June 25, 2019

Motion: To approve minutes from June 25, 2019

Maker: Chanzit

Second: Salvati

Voice Vote: 13 Ayes, 0 Nays, 1 Absent
Motion carried.

4. Items to be Removed/Added/Changed

The Committee of the Whole (COW) moved discussion on agenda item eleven before agenda item number six.

Motion: To approve the amended agenda

Maker: Chanzit

Second: Knopp

Voice Vote: 13 Ayes, 0 Nays, 1 Absent
Motion carried.

5. Matters From the Public (For Items NOT on the Agenda)

There were no matters from the public for items not on the agenda.

6. Presentation: 2018 Comprehensive Annual Financial Report and 2018 Single Audit by Brian LeFevre of Sikich, LLP.

Brian LeFevre presented the 2018 Comprehensive Annual Financial Report (CAFR) and 2018 Single Audit. He pointed out the award the City received from the Government Finance Office Association for excellence in financial reporting for 2017. This is the eleventh consecutive year the City has received this award. LeFevre stated that the CAFR would be available on the City's website as well. He overviewed the CAFR with the Committee.

7. Resolution 19-081-R: Authorization for a Master Service Agreement with Paymentus for Online Utility Bill Presentment and Payment Processing (PC 7/11/19) GS

Colby stated that this one was the most reasonable and had the widest range of payment options. There are texting options with a link to the site for bill payment. They will be able to see a history of thirteen months of bills and pay by credit card, check, and/or view bills.

Motion: To recommend to City Council approval of Resolution 19-081-R: Authorization for a Master Service Agreement with Paymentus for Online Utility Bill Presentment and Payment Processing

Maker: Chanzit

Second: Salvati

Voice Vote: 13 Ayes, 0 Nays, 1 Absent
Motion carried.

8. Presentation: Mid-Year Report – Finance (Peggy Colby)

Colby presented the mid-year report on budget and the PowerPoint presentation included the following information:

- Mid-Year Budget Review
- Budget to Actual Revenue – All Funds Thru June 30
- Budget to Actual Spending – All Funds Thru June 30
- General Fund Revenue and Expenditures
- Property Taxes Levied \$140,000 more; Rate Decreased Penny
- Municipal Share and Home Rule Sales Taxes Thru June 30
- Income Tax Thru June 30
- Under-performing Revenues General Fund
 - Potential Budget Impact
- Competing for General Fund Revenues
 - Wages and Pensions
 - Capital
 - Contracts and Supplies
 - Strategic Plan
- General Fund Spending
 - Wages and Benefits are 77% of all spending
- General Fund Revenues
 - Utility Taxes (regressive)
 - Home Rule Sales Tax (higher total rate)
 - Property Tax (push back)

- Electric Revenue and Expenses
- Water Revenue and Expenses
- Sewer Revenue and Expenses

The Committee discussed the future needs of the City including enforcing payment for the gas tax. The Committee discussed what other municipalities are doing, administrative fees, and the General Fund balance. Colby reported that the General Fund balance would be discussed more thoroughly at an upcoming COW meeting prior to budget discussions.

9. Ordinance 19-51: Regulating 2019 Payment for Emergency Service Disaster Agency (ESDA) Volunteer Members of the Fire Department (WB) GS

Bednarek discussed what ESDA does to support the City and how ESDA are volunteers. The City provides a small monetary benefit to the ESDA volunteers. The Ordinance explains how it is paid out. Bednarek noted that ESDA coordinator is listed in the wage and salary ordinance and will be pulled out and placed in ESDA Ordinance. The financial contribution is still significantly less than a public works or police officer over time.

Motion: To recommend to City Council approval of Ordinance 19-51: Regulating 2019 Payment for Emergency Service Disaster Agency (ESDA) Volunteer Members of the Fire Department

Maker: Chanzit

Second: Knopp

Voice Vote: 13 Ayes, 0 Nays, 1 Absent
Motion carried.

10. Ordinance 19-50: Authorizing the Renewal of an Intergovernmental Agreement between the City of Batavia and the Geneva Park District for Providing Police Protection Services at Park District Properties within the City of Batavia (DME 7/10/19) GS

Chief Eul summarized the memo. Chanzit noted that the Geneva Park District approved this last week.

Motion: To recommend to City Council approval of Ordinance 19-50: Authorizing the Renewal of an Intergovernmental Agreement between the City of Batavia and the Geneva Park District for Providing Police Protection Services at Park District Properties within the City of Batavia

Maker: Chanzit

Second: Meitzler

Voice Vote: 13 Ayes, 0 Nays, 1 Absent
Motion carried.
CONSENT AGENDA

11. Approval: Class I Caterer Liquor License Application for Fernando's Street Kitchen, Inc. (DME 7/10/10) GS

Chanzit summarized the memo. Fernando, owner of Fernando's Street Kitchen, addressed the Committee. He stated that he would like the caterer liquor license for community events, such as

Music Matters and the Block Party in September. He hopes that the license will be helpful for when his catering company participates in fundraising events in the City.

Motion: To recommend to City Council approval of Class I Caterer Liquor License Application for Fernando's Street Kitchen, Inc.
Maker: Chanzit
Second: Salvati
Voice Vote: 13 Ayes, 0 Nays, 1 Absent
Motion carried.

Chair Wolff invited Fernando to the City Council meeting so that he could discuss his catering business on BATV.

12. Presentation: Mid-Year Report – Public Works (Gary Holm)

This presentation:

- Public Works Department Overview
 - Budget
 - Administration
 - Streets Division
 - Public Properties and Services Division
 - Water/Sewer Division
 - Wastewater Division
 - Electric Division
 - Engineering Division
- 2019 Projects
 - Ward 1 Drainage Improvements
 - Deerpath/Main Signalized Intersection
 - Fabyan/Kirk Intersection Watermain Relocation
 - Paramount Substation Replacement
 - Area 3 Sewer Separation
 - Prairie Street Reconstruction
 - Main Street Reconstruction
- Other Ongoing Projects
- Prairie State Legislative Update
- Strategic Initiatives
 - Public Works Related Initiatives
 - Infrastructure Related Initiatives
 - Infrastructure Discussion

Holm cautioned the Committee of some possible issues with Prairie State. He stated that there is an environmental push to shut down coalmines and the State of Illinois does have the authority to shut down Prairie State. If that were to happen we are still obligated to the bondholders. We would then have to pay off bonds and procure energy from another source to supply our customers. Holm stated that the State of Illinois would have to become a power importer if we close down all of the coal plants in Illinois. One of our strongest arguments is that we already

have the cleanest coal burning plant. The pertinent question is why import energy from another coal plant that is not as clean as our coal plant. Holm stated that he would keep the COW updated.

13. Project Status

Newman reported on project status:

- There is a lot of work being done at the future location of the Oak and Swine Restaurant
- Construction activity at our newest residential project, Prairie Commons, continues
- The City has issued a building permit for an industrial building on Fabyan Parkway and Louis Bork Drive. The developer stated that they are building the industrial building with e-commerce in mind.
- Raising Cane has their full building permit.

14. Other

Newman reported that the County invited City Staff to discuss the intersection of Fabyan and Route 31 and they informed us that KDOT would be going to the County Board with a proposal to hire a firm to do a feasibility study. These things take time and they are estimating that it would happen within the next five to ten years. There are 2019 improvements and 2021 improvements coming. In 2019 they have placed additional striping down to help guide people's turns and there will be more signage and installation of back-plates on the signals to make it easier for motorists to see. In 2021 they have funding to move the signals to the center of the roadway and this is part of best practices engineering.

Knopp requested that the City's legal counsel review how we motion to approve Closed Session minutes to ensure we are doing things properly. Newman stated that she would get clarification for the Committee.

15. Adjournment

There being no other business to discuss, Chair Wolff asked for a motion to adjourn the meeting at 9:03pm; Made by O'Brien; Seconded by Salvati. Motion carried.