



City of Rock Falls Finance / Insurance Committee Meeting Minutes

Date: 3-29-2017

Time Meeting Started: 5:00pm

Time Meeting Ended: 6:49pm

Members		Also Attended	
Alderman Kuhlemier – Chairman	p	Mayor Wescott	p
Alderman Logan	p	Administrator Blackert	p
Alderman Kleckler	p	Clerk Arduini	p
		Janell Loos	p
Gary Cook	P	Larry Spinka	p
Mark Searing	P	Tammy Nelson	p
Also Attended			

Topic	Discussion	Plan of Action
1.Call to Order @ 5:00p.m. – Chairman Kuhlemier	The meeting was called to order at 5:00pm	Meeting begins at 5:00pm
2.New Business: a.Budget Discussion General Fund 2017-2018 FY	Administrator Blackert explained to the committee that Janell Loos could not make it to the Tuesday night budget session so that department will be the first to be reviewed.	
Tourism Fund	<p>Mrs. Loos explained to Tourism budget to the Committee.</p> <ul style="list-style-type: none"> - The office is now fully operational. - Mrs. Loos used the percentages given for fixed costs. - The budget was balanced with a surplus of \$4911.00. 	The Tourism Budget was approved as read.
Administration	<p>City Administrator Robbin Blackert explained that the General Fund had a significant shortfall this year. In the beginning it was \$200,000 after some adjustments it was still \$93,883.00 short. Robbin and the Mayor studied the general fund budget line by line and made cuts. They were originally looking at an across the board cut of 3%. The City needs to have a balanced budget, and with the cuts the City has budgeted a surplus of \$33.00</p> <ul style="list-style-type: none"> - This is the last year of the \$42,500 Electric Loan. - No longer levying for the audit expenses. - MICA liability insurance increase of 6.1%. - Legal & Professional is a retainer for WMPJ plus billable hours. 	
Building	The Building Dept. budget was presented by Mark Searing.	
City Administrator	The City Administrator budget was presented by Robbin Blackert .	
City Clerk	The City Clerk budget was presented by Eric Arduini.	
Code Hearing	<p>The Code Hearing Budget was presented by Mark Searing</p> <ul style="list-style-type: none"> - Amy Stoekel will be added to code hearing. - A remote ticket writing system is being considered . - Judge Slavin is partially paid for by Sterling. 	
Demolition	<ul style="list-style-type: none"> - The City will received grant money. - Currently in the court process for demolition of one house. - Legal costs are around \$5000 for each home demolition. 	
ESDA	<ul style="list-style-type: none"> - Cut from \$2000 to \$1000 	
Fire Department	<p>Fire Chief Gary Cook explained the budget</p> <ul style="list-style-type: none"> - The department is now fully staffed. 	

	<ul style="list-style-type: none"> - Publications and subscriptions are shared with Sterling and Dixon whenever possible to reduce costs. - SCAT tanks are now only allowed to be used for 15 years this will now be a continual expense to replace them. - Radio expense is to fix as needed without a service contract. - SVCC is dropping the Fire Science program. This will add costs in the future. - The aerial on the truck requires annual inspection. 	
IDC	<p>The IDC Budget was presented by Robbin Blackert</p> <ul style="list-style-type: none"> - Legal fees will remain high as there is action on the land in the RB&W District as well as possible dealings in the Hallman and Schmitt properties. 	
Planning and Zoning	<p>The Planning and Zoning Budget was presented by Robbin Blackert</p> <ul style="list-style-type: none"> - P&Z will have a larger role as more annexations take place. 	
Police	<p>Police Chief Tammy Nelson presented the Police Budget.</p> <ul style="list-style-type: none"> - After the PSAP Consolidation the station will be manned 24 hours a day with the addition of 2 FT and 4 PT employees. - The department would like to replace one computer per year. - A furnace replacement was budgeted originally - Mandatory training is checked by the state annually. - A line item was added for the cost of dispatch consolidation. The numbers from the County are not exact, and the city will be billed the actual costs quarterly. The first bill will be around August. - The department is looking to combine Police testing with Sterling to reduce costs. 	
Public Property	<p>The Public Property budget was presented by Mark Searing.</p> <ul style="list-style-type: none"> - Limestone Building expense was added for the demolition. - Volunteer and trails line items were cut by \$1000. 	
Street	<p>The Street Department Budget was presented by Larry Spinka and Administrator Blackert</p> <ul style="list-style-type: none"> - Added funding for a stainless dump truck box. - 1 cent sidewalk money is broke out between curb/sidewalk, ADA, and mud jacking. - Engineering costs are higher because of the lack of a department head. - 4 more years' repayment for East 2nd St. to Electric. - MFT has 2 more bond payments for East 2nd Street. - Reduced salt purchase to 800 tons, costs should be lower per ton next year. 	
TIF	<p>The TIF Budget was presented by Robbin Blackert</p> <ul style="list-style-type: none"> - The City will be applying for a \$200,000 OSLAD Grant. - This is the last year for the Riverfront TIF incentives. 	
Revenue	<p>The General Fund revenues were presented by Robbin Blackert.</p> <ul style="list-style-type: none"> - Tort was levied at the full amount this year. - MFT LGDF and State use tax calculations come from IML, and are based on population. - The Rural Fire Protection District has levied an additional \$100,000 to help with the costs of pensions. Nelson Energy has not made as much difference in revenue as expected. - The cost of dispatch may also need to be figured into future rural fire payments. - The street maintenance is given to Rock Falls for maintenance of Rt. 30 and 40. - The simplified telecommunications maintenance fee is collected from cell phones, and is for some reason going down. It does not seem to be divided up to municipalities correctly. - Capitol cost recovery is revenue from the electric bills rather than tax. - Grant funds income is from IEPA Revolving Loan Fund money for the limestone building and brownfield grants. - The contribution from electric is the cost of electricity in the general fund. - MFT allotment and transfers is figured from IML numbers. - The General Fund revenue is 7,062786. 	
Total	<p>Total revenue for the City is budgeted at \$26,615,222 The total expenditures for the City is budgeted at \$26,615,189 \$33.00 Surplus</p> <p>Administrator Blackert explained that the RB&W Memorial Fund pertains to the benches and memorial trees in the greenspace. Alderman Kuhlemier commended Administrator Blackert and the Department Heads for all of their work on the budget.</p>	<p>The Budget presentation will be finished for the April 18th City Council Meeting</p>

b. Review and approval of MICA renewal	City Clerk Arduini presented the MICA renewal. The deductible is raised to \$5000.00, and the renewal is a 6.1% increase in premiums over the previous year.	The renewal will go to Council for approval
c. Review and approval of IPBC renewal	City Clerk Arduini presented the IPBC renewal the premiums are increasing 1.1% for health insurance, and 2.2% for dental	The renewal will go to Council for approval
d. Review of Investment reports for March	The committee reviewed the report.	Report accepted
3. Adjournment	With nothing else for the good of the committee, the meeting was adjourned at 6:49pm	Meeting ends at 6:49pm



Committee Chairman