

**MINUTES OF THE FINANCE, CLAIMS, BONDS AND INTEREST
COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY OF
COLUMBIA, ILLINOIS HELD MONDAY, DECEMBER 12, 2011 IN THE
COUNCIL ROOM OF CITY HALL**

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 7:24 p.m.

Upon Roll Call, the following members were:

Present: Chairman Roessler and Aldermen Ebersohl and Huch.

Absent: Alderman Piazza.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Agne, Niemietz, Mathews and Reis.

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 Roessler stated the purpose of the meeting was to discuss (1) Financial Projections for the Capital Development Fund; (2) Tax Levy and Abatement issues; and (3) any other items to be considered.

**II. FINANCIAL PROJECTIONS – CAPITAL DEVELOPMENT FUND
DISCUSSION**

Chairman Roessler opened the meeting and called upon City Administrator Al Hudzik to address the Committee on this issue. Hudzik distributed Multi-Year Cash Flow Projection Worksheets for the Capital Development Fund (“CDF”) containing the same figures as those distributed earlier to the Committee/Council Members (for their review prior to this meeting), but also containing (added) analytical figures showing actual receipts/expense figures for the 2010/2011 fiscal year (“FY”) of the city, as well as Nov-2010 projected figures for FYs 2011/2012 thru 2014/2015 vs. the current budgeted/projected figures for those same years (with a column added for the 2015/2016 FY) – he then reviewed the worksheets and touched upon differences in the figures projected in November 2010 vs. the city’s current projections, which incorporate the Columbia Fire Protection District’s lease-purchase payments due the city for the platform

truck purchase. The current worksheet reflected negative Projected FYE Net Cash Balance figures for the April 30, 2015 and 2016 fiscal year ends – Hudzik indicated that CDF revenues have to be increased and/or expenses have to be reduced in order to avoid the negative balances shown. Items addressed in the analysis of the worksheets included (i) grant proceeds to help with the purchase of the Legion park property – if grant proceeds are not received then other funding options will need to be considered; (ii) the two (2) phases of the Streetscape project on the current worksheet reflect total city expenses approximating \$720,000 – other funding options may need to be considered if the project is to be built as currently anticipated; (iii) the funding of capital improvements/equipment purchases (of approximately \$400,000/yr.) for general fund expenditures; (iv) an additional \$52,000 added to fund the 800 MHz transmission tower project; and (v) a review of the expenses paid (and projected to be paid) from the city’s General Obligation Bond Fund proceeds of March, 2011 (since the November, 2010 CDF Multi-Year Cash Flow Projection worksheet contained the bond proceeds and some of the expense items funded/to be funded by those proceeds). During the CDF financial projections presentation all in attendance were given the opportunity to make comments, ask questions and express their opinions on the figures reviewed. Hudzik indicated that Accounting Manager Linda Sharp and he would continue to monitor the receipts and expenses of the CDF and update the Committee/Council Members from time to time.

III. TAX LEVY AND ABATEMENT DISCUSSION

City Administrator Hudzik then reviewed a previously distributed document entitled “Tax Levy Computation – Worksheet For Tax Year Ending April 30, 2012”, with recommended amounts (by Hudzik and Accounting Manager Sharp) to be levied in the “Proposed Levy” column (totaling \$1,850,000 (see November 21, 2011 council meeting minutes)). Hudzik reviewed the recommended levy amounts for each of the city’s various funds, compared the recommended amounts to the amounts levied last year and briefly explained the reasons for the differences in those figures – during his presentation, Hudzik also briefly reviewed the documents received (and presented at the December 5, 2011 city council meeting) from the Columbia Police Pension Fund wherein the pension board requested a levy in the minimum amount of \$214,316. During Hudzik’s presentation all in attendance were given the opportunity to ask questions and make comments – it was the consensus of the Committee/Council Members that an ordinance be presented at the next council meeting incorporating the tax levy figures recommended by Hudzik and Sharp. Accounting Manager Linda Sharp then reviewed the “Draft” of the Tax Abatement Ordinance pertaining to the abatement of taxes on the city’s \$6,000,000 bond issue since bond payments are made (using utility tax receipts) from the Capital Development Fund – Linda indicated the Tax Abatement Ordinance would be presented at the next council meeting for the council’s consideration.

IV. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

City Engineer Ron Williams then addressed the Committee/Council Members pertaining to information he received earlier today pertaining to the Transportation, Community and System Preservation Grant (“TCSP Grant”) program administered by the Federal

Highway Administration ("FHWA"). Williams informed the Committee/Council Members that (i) approximately \$29 million in grant funds have been appropriated to fund eligible projects nationwide; (ii) grants awarded for past projects have been in the \$200,000 range; (iii) there is no matching requirement; (iv) grant applications are due by January 6, 2012; and (v) applicants will be notified in June, 2012 whether or not grant funds were approved for their project. He suggested that the Committee/Council Members give consideration to authorizing the submittal of a TCSP Grant application to assist in paying for the streetscape project – either as currently contained in the Capital Development projected expenses or to expand the project. It was the consensus of the Committee/Council Members that Ron present additional information on the TCSP Grant program at the next council meeting for the council's consideration.

V. **ADJOURNMENT**

MOTION:

It was moved by Alderman Ebersohl and seconded by Alderman Huch to adjourn the Finance, Claims, Bonds and Interest Committee Meeting held Monday, December 12, 2011 at 8:36 p.m. Upon Roll Call vote, Chairman Roessler and Aldermen Ebersohl and Huch voted yea. **MOTION CARRIED.**



MARK ROESSLER, Chairman
FINANCE, CLAIMS, BONDS AND INTEREST COMMITTEE

Minutes taken by:



SANDRA GARMER, Accounting/Clerical Assistant

**MINUTES OF THE AMBULANCE, RADIO COMMUNICATION AND
DISPATCH COMMITTEE MEETING OF THE CITY COUNCIL OF THE CITY
OF COLUMBIA, ILLINOIS HELD MONDAY, DECEMBER 12, 2011 IN THE
COUNCIL ROOM OF CITY HALL**

I. CALL TO ORDER

Chairman Steven Reis called the Ambulance, Radio Communication and Dispatch Committee Meeting of the City Council of the City of Columbia, Illinois to order at 7:12 p.m.

Upon Roll Call, the following members were:

Present: Chairman Reis and Aldermen Niemietz, Huch and Mathews.

Absent: None.

Quorum Present.

Others Present: Mayor Hutchinson and Aldermen Ebersohl (arrived at 7:16 p.m.), Agne and Roessler.

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 Reis stated the purpose of the meeting was to discuss and review (1) the 800 MHz Signal Transmission System Tower bids; and (2) any other items that may need to be considered.

II. 800 MHZ SIGNAL TRANSMISSION SYSTEM TOWER UPDATE/ BID REVIEW/ DISCUSSION

Chairman Reis made opening remarks and called upon Chief of Police Joe Edwards to update the Committee/Council Members on this issue. Chief Edwards informed the Committee/Council Members that eight (8) companies received tower specification bid documents and that only three (3) submitted bid proposals (which had been distributed to the Committee/Council Members for their review prior to this meeting). He stated that only one bid (i.e., Sabre Industries) contained detailed information – the other two consisted only of the total amount bid by each company, and a copy of each company's bid bond. Joe informed those in attendance that he would be attending a meeting of the county's interoperable committee on Wednesday and felt the tower consultant (who received copies of the bid proposals submitted and planned to attend that committee meeting) would (i) make a recommendation on which bid the city should accept; or (ii) detail additional information needed to make that recommendation – he also reminded the Committee/Council Members that both the Monroe County Board and the 911 Board

have appropriated \$40,000 (not to exceed 1/3rd of the cost of the tower) for the purchase and construction of this transmission tower (totaling funds appropriated of \$80,000 (not to exceed 2/3rds of the cost of the tower)). Mayor Hutchinson stated the Columbia Fire Protection District has been approached about participating in the tower project and that the fire district may also provide some funding. City Administrator Hudzik reminded the Committee/Council Members that the wages paid for the construction of the tower had to meet those required by the city's current prevailing wage ordinance (passed in June, 2011) – he also informed the Committee/Council Members that the city would be reviewing the licensing requirements needed to transmit signals with the new tower – any necessary paperwork (and applicable fees) would be prepared and filed. Chief Edwards then stated that a T1 line may be needed for a few months (during the construction of the tower) and estimated the cost to be approximately \$500/month. During the update/bid reviews all in attendance were given the opportunity to ask questions and make comments – it was the general consensus of the Committee/Council Members that city staff continue in their efforts to have the tower project completed.

III. OTHER ITEMS TO BE CONSIDERED OR DISCUSSED

None.

IV. ADJOURNMENT

MOTION:

It was moved by Alderman Niemietz and seconded by Alderman Mathews to adjourn the Ambulance, Radio Communication and Dispatch Committee Meeting held Monday, December 12, 2011 at 7:22 p.m. Upon Roll Call Vote, Chairman Reis and Aldermen Niemietz, Huch and Mathews voted yea. **MOTION CARRIED.**



STEVEN REIS, Chairman

AMBULANCE, RADIO COMMUNICATION AND DISPATCH COMMITTEE

Minutes Taken by:



SANDRA GARMER, Accounting/Clerical Assistant