



PUBLIC HEALTH, SAFETY, JUDICIARY & ETHICS
COMMITTEE MINUTES

Committee Date: February 28, 2019
Present: Ald. Catalano, Jakab, Messina, Sorrentino, E. Wesley, R. Wesley & Woods
Absent: Ald. Susmarski
Also Present: Mayor Pulice, Treasurer Porch, City Manager Mermuys, Chief Vesta, B. Wilson, M. York, E. Cage, Dep. Chief Frese, K. Chrise, K. Buggy, G. Paplauskas, A. Lange, B. Garelli, A. Walczak, N. Kace
Meeting Convened at: 7:38 p.m.

APPROVAL OF THE MINUTES:

The minutes of the February 14, 2019 meeting were approved as presented.

REPORT & RECOMMENDATION:

REQUEST FOR ADDITIONAL LIQUOR LICENSE

DISCUSSION:

Chief Vesta explained that Council approval is required when adding a new license. Christy's Restaurant is requesting a liquor license. If City Council approves, it then goes to the Liquor Commissioner, Mayor Pulice, for his review. They are looking for a Class RVG License which is for full service restaurants, and this would allow them to also get a video gaming license.

VOTE:

Ald. Messina made a motion, seconded by Ald. Jakab, to approve a Class RVG Liquor License for Christy's Restaurant. A roll call vote was taken, with the following results:

Ayes: Ald. Catalano, Jakab, Messina, Sorrentino, E. Wesley, R. Wesley & Woods
Nays: None
Abstained: None
Motion: Carried

REPORT & RECOMMENDATION:

REDUCTION OF CLASS R LIQUOR LICENSE & REQUEST FOR ADDITIONAL CLASS RVG LIQUOR LICENSE



DISCUSSION:

Chief Vesta reported staff was informed that Toscani Restaurant in Georgetown is now closing, and a new pizza restaurant is looking to move into that location. Toscani had a Class R liquor license, and the new business is looking to have a Class RVG liquor license, subject to them passing the business license requirements and a liquor background. In the past City Council has reduced the number of liquor licenses available whenever a business closes in the City.

The new business proposed, The Pizza Kitchen, is interested in offering a full service menu to patrons to be cooked on site. They hope to serve alcohol with meals and also offer video gaming. Class RVG allows for the selling and offering for retail sale alcoholic beverages, to be sold and consumed on premises from the licensee's location where the alcoholic beverages are sold. Video gaming is permitted if the licensee operates a full service restaurant with functioning professional commercial kitchen equipment and appliances, in addition to a microwave oven, and if they have a full service menu.

The applicants, Rob and Lorrie Deldotto, presented their plans for a new restaurant. They plan to have a family-oriented restaurant, but they do want to offer alcoholic beverages. The only renovation they plan is to paint the walls, and they hope to be open by March 8th.

VOTE:

Ald. E. Wesley made a motion, seconded by Ald. Jakab, for approval of the reduction of a Class R liquor license and approval of an additional Class RVG Liquor License. A roll call vote was taken, with the following results:

Ayes:	Ald. Catalano, Jakab, Messina, Sorrentino, E. Wesley, R. Wesley & Woods
Nays:	None
Abstained:	None
Motion:	Carried

ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:

None

ADJOURNMENT:

The meeting adjourned at 7:38 p.m.

Minutes taken by Eileen Schultz



FINANCE & ADMINISTRATION COMMITTEE MINUTES

Committee Date: February 28, 2019
Present: Ald. Catalano, Jakab, Messina, Sorrentino, E. Wesley, R. Wesley & Woods
Absent: Ald. Susmarski
Also Present: Mayor Pulice, Treasurer Porch, City Manager Mermuys, Police Chief Vesta, B. Wilson, M. York, E. Cage, Deputy Chief Frese, K. Chrisse, K. Buggy, G. Paplauskas, A. Lange, B. Garelli, A. Walczak, N. Kace
Meeting Convened at: 7:38 p.m.

APPROVAL OF THE MINUTES:

The minutes of the January 24, 2019 meeting were approved as presented.

REPORT & RECOMMENDATION:

FY2020 BUDGET

DISCUSSION:

Mr. Wilson provided an overview of the FY2020 Budget. There are six types of funds: General, Special Revenue, Capital Projects, Internal Services, Enterprise and Trust/Agency. Of these 15 total active accounts, 9 have proposed budget increases and 6 have decreases. Two of the six with decreases are cash flow positive; there is only a decrease based upon depreciation. In Capital Spending, the City continues to be aggressive and aligns projects wherever possible.

The Revenue for all funds during FY2019 is \$34,696,909; proposed for FY2020 is \$35,745,776 total revenues. The investment income from the Police Pension Fund is what largely driven.

Expenditures for FY2019 are \$36,749,098; projected is \$32,982,615 and FY2020 proposed is \$36,393,204. The difference is lower than expected personnel costs, contractual costs and capital outlay coming in lower than expected. Unless otherwise noted, Personnel costs are up due to increased salaries per the City's compensation policy and union contracts, FICA and IMRF. The City's IMRF rate decreased by 2.08% this calendar year.

General Fund Summary

This fund is currently on track to end FY2019 with an estimated surplus of over \$211K. Revenues and expenditures are both trending below budgeted numbers. As presented, the FY2020 budget surplus is \$58,960. Ald. Messina noted only one new employee was added during the current fiscal year. Ald. E. Wesley inquired about outsourcing in Community Development. Mr. Wilson explained that was included in part of the expenditures.

Summary of Revenues –The 3.16% increase is due to homes eliminating landlines, building permits with projects currently in the pipeline, impound fee changes due to laws, and Traxguard being back on line going both directions on Irving Park. The investment income is interest rates finally starting to improve. Miscellaneous is being driven by employee health contributions.

Ald. Jakab asked what percentage of property tax the City actually receives. Mr. Wilson stated it is a fairly small percentage, between 5 and 6 percent, with the majority of taxes going toward the school districts. Other recipients from property taxes include the Fire District, Park District and Library. Ald. Jakab noted the City has no control over those other taxing bodies. He then asked what happened to Miscellaneous Building Fees. Mr. Wilson explained that when the fees were cleaned up, this was eliminated; it is either a building fee or it is not.

Summary of Expenditures – Personnel is up to due the Police Department now being fully staffed and newer employees being in the contractual step program. Contractual services are related to an increase from ACDC and an increase in health care costs. Commodities are down based on fuel prices. Capital Outlay is affected by some IT infrastructure needs. The interfund transfer is down due to a decrease in contributions to the CERF fund of that \$25,000. Ald. E. Wesley asked about the 45.75% change under Board of Fire and Police. Mr. Wilson explained that police testing needs to be done this year per state statute since the current Eligibility Roster expires. Ald. Jakab inquired about why the DUI tech fund is down. Chief Vesta explained that every DUI case that goes to DuPage County Court and if the finding is guilty, the City is issued a percentage of the fees. That money can only be used for specific items under State Statute. Last year they were down from the previous year. Those funds are set aside for replacement of cameras in squads and/or computers in the police cars. There is currently over \$200,000 in that fund.

Ald. Jakab asked about changes in Investment Income and was advised that interest rates are getting better and CD rates have gone up and are getting better returns. Ald. Catalano asked how much money is in the bank. Mr. Wilson will provide an accurate number in his monthly report. Ald. E. Wesley wanted to know if the City has received all the money owed from the

State of Illinois. Mr. Wilson stated they have changed how they remit funds, but all the backlog on the income tax has all been caught up. They are current on all of that, as well as the gaming revenue. Mayor Pulice noted that there a few bills being considered that would allow money to flow quicker from the state to the individual municipalities.

Mr. Wilson briefly reviewed the Expanded Level items. There are five within this budget; four are in the General Fund for a Community Development Analyst, the skunk removal program, additional brush collection and maintenance of clock tower, triangle and Potter Street. The fifth one is in the Road & Bridge Fund for street signs in the industrial park.

Administration

Decrease in personnel is related to the GIS employee going to part-time. That individual was full-time but went to part-time for the coming fiscal year. Decrease in Other is related to legislative conferences and meetings. The total increase is (-4.14%).

Clerk's Office

Increase in Contractual is related to Codifier fees, which creates a 4.48% increase.

Community Development

Decrease in Contractual is due to the Property Maintenance line item. That has been relocated to another department so the money has been removed from this budget. Ald. Jakab asked about uniform costs under Commodities. Mr. Wilson stated this depends on the limits listed in the union contracts, and those for the non-union employees. He agreed to double check on that number. Ald. E. Wesley asked if the Fire District Review service has been eliminated. Mr. Wilson explained that is charged when a permit is pulled and rolled into the building permit fee. Ald. E. Wesley then asked about Office Equipment and what is being purchased this year. Mr. Cage stated this amount was reduced since there are currently no plans for anything in particular at this time; it's just an amount budgeted in case a need arises.

Ald. R. Wesley asked about the difference in Professional Services. Mr. Wilson noted that the \$150,000 is broken down between a few firms, including Robinson Engineering, Teska Associates for planning activities and Chris Burke for Stormwater review. Mayor Pulice commented that if not for these contracts, the City would need to hire a City Engineer.

Ald. Messina asked where the statistics are for 2018 (page 58). Mr. Wilson explained those statistics come out of the audit which is on a calendar year and has not yet been issued. Ald. Messina pointed out that in 2017 there was a record 961 building permits issued and 274

inspections, which indicates people want to stay in their homes. He noted that Crain's Business rated Wood Dale as one of the hottest housing markets in 2018.

Mr. Wilson reviewed the Expanded Level Item for a Community Development Analyst. This is to make the current CD intern into a full-time CD Analyst at \$58,640. This individual would provide support and assistance to all functional areas. If not approved, Mr. Cage would keep a rotating intern position. The part-time position is currently paid \$20,000 per year. Mr. Mermuys recommends approval due to the current level of construction taking place, but mainly because the City has a succession plan. The current individual is a hard-working intern that the City has had the last two years and who is now graduating with a Master's Degree. Ald. E. Wesley expressed concerns about numerous calls he received from people waiting for permits to be approved. He supports adding the position, but only if it will help get those permits out quicker. Mr. Mermuys stated staff has worked on improving efficiency and communication, and the Marketing Director helped design more user friendly forms for applicants which will help with the permit approval process. Mayor Pulice talked about how contractors always want to move along quickly, but the City needs to ensure things are done right. Ald. Sorrentino provided examples of residents calling him about the permit process, but after investigating further, it was determined their contractor had not provided everything that was required of him. Once the material needed was given, those permits were given.

Ald. Woods made a motion, seconded by Ald. Jakab, to approve the Expanded Level Item for a Community Development Analyst. A roll call vote was taken, with all members voting aye, with the exception of Ald. R. Wesley, who was opposed. Motion carried.

Finance

Decrease in commodities related to postage and office supplies.

Legal Services

Increase is due to higher usage of legal services. This is services for general, labor and adjudication. Mr. Wilson noted that the vast majority is from Bond, Dickson & Conway.

Police Department

Increase in Contractual is related to the Dispatch contract with ACDC, and the decrease in Other is related to the program with School District #7. Ald. E. Wesley asked what seasonal employment is for. Chief Vesta explained it is the part-time crossing guards for the pool crossing, and that the Park District reimburses about 40% of that cost in a cost-share Intergovernmental Agreement.

Ald. Jakab asked if the Overtime pay includes any special events worked by police officers. Chief Vesta confirmed it is, along with the additional traffic grants that are conducted. Ald. E. Wesley asked if any of that money for staff comes out of Tourism Funds. Mr. Wilson stated it does not directly come from there, but a transfer is done from Tourism fund to the General Fund for personnel services.

Ald. Jakab asked for an explanation of Professional Services in accounts 42036 and 42034. Chief Vesta stated that Professional Services is for the City prosecutor to do the special hearings. The in-house counseling program comes under Social Services and is paid monthly for unlimited services from them. Over 100 families were serviced during 2018.

Ald. Catalano inquired about doing another data file check for vehicle stickers similar to the check done in 2016. Chief Vesta replied that another update can be requested for the database for a minimal cost so they can rerun and look for changes. He noted that City Council gave direction to do that every two years.

Ald. E. Wesley asked about Emergency Services and was advised by Chief Vesta that it is for maintenance of the tornado sirens in town. He then inquired about Office Equipment. Chief Vesta confirmed it is the identical budget as was submitted last year. Last year it was used to replace the 28-year old training room tables used in the Community Room. Ald. E. Wesley asked about what falls under Miscellaneous. Chief Vesta explained it is a small amount for items that don't fit under any other area of the Budget, i.e. retirement awards, water for community meetings, etc.

Ald. Sorrentino asked about the School Resource Officer posted at Fenton High School. Chief Vesta stated that Wood Dale has had an officer at the school for 19 years, and that Fenton reimburses all his overtime and any special events he works. During summers that individual works a shift and fills in for vacations as needed.

The Expanded Item for the skunk program was reviewed. Chief Vesta would like some better guidelines with evidence of burrowing or damage other than someone just seeing a skunk on their street. He wants documentation of some type of skunk activity to institute stricter controls on the outside company. He wants to revamp and improve the program for the summer of 2019.

Ald. Messina made a motion, seconded by Ald. Catalano, to approve the Expanded Level Item for the Skunk Removal Program. A roll call vote was taken, with all members voting aye. Motion carried.

Police and Fire Commission

The increase is related to the testing and creation of a new officer list in the late summer. By statute, the Board is required to create a new list every two years. At that time, the current list goes away completely. The Board limits the amount of applications that can be accepted since each test cost about \$25.00. They make a cutoff around the 200-250 range, as only two to five individuals are hired from any given list.

Public Works Administration

Mr. York stated the projected amounts for Salaries for FY2019 will be less due to the three month period of not having an Assistant Director. He introduced our two new staff members, Alan Lange from who will be in charge of Streets and Utilities, and Brett Gorelli who will handle Wastewater and Dial-A-Ride.

Ald. R. Wesley asked about the \$6,000 for Conferences and Meetings. Mr. York reported staff normally attends a few conferences each year, but only select ones he feels are the most pertinent and beneficial. Mr. Lang will be attending the Snow & Ice Conference for snow plowing. Ald. Messina commented this is a very low number compared to other communities. Mr. York noted that they also use discretion when selecting a hotel to keep costs down for residents.

A break was taken from 9:07 to 9:17 p.m.

Streets Division

Decrease in commodities is related to Snow & Ice control. Beet juice is not MFT eligible so the cost comes from Streets Division. This is because IDOT still has an issue with allowing things that have been changed over course of time, like getting led lights approved even though they are now a standard. If IDOT changes their policy, it will get moved to MFT.

Ald. E. Wesley asked about Vehicle Maintenance (page 80) and was advised the increase is due to some projects needing to be done with the larger trucks.

The Expanded Level item for additional brush collection was presented. No funding is being requested since Flood Brothers reimburses the City and has agreed to do so for the additional pick up.

Ald. Messina made a motion, seconded by Ald. Sorrentino, to approve the Expanded Level Item for Additional Brush Collection. A roll call vote was taken, with all members voting aye. Motion carried.

The next Expanded Level Item is for Maintenance of Clock Tower, the newly improved triangle area, and for Potter St. It was explained that this item would provide funding a third party to provide services for these areas as was discussed in concept at the time the projects were being planned. To keep the area looking pristine, staff requests this service be contracted out. It will include mowing, maintenance of the water feature, fall and spring clean-up, mulching, weekly mowing, bi-weekly garbage and weed removal, etc. on a weekly basis.

Ald. Jakab made a motion, seconded by Ald. Woods, to approve the Expanded Level Item for Maintenance of the Clock Tower, the Triangle and for Potter St. A roll call vote was taken, with all members voting aye. Motion carried.

Vehicle Maintenance

Decrease in contractual is related to maintenance of Other Equipment and Dues & Subscriptions. There are still three mechanics, but one is out of Water & Sewer. Ald. E. Wesley asked about certifications and licenses for these individuals. These are from Contractual Services Education and Training and not done annually, just as they come up for renewal.

Central Services

Contractual Services is up due to health insurance increase, and Commodities increased due to postage and city hall maintenance.

Mayor Pulice asked about the Police Pension Fund since some communities are using a consistently set number each year. Mr. Wilson explained there are a few different methodologies that can be used, and agreed to reach out to the actuaries about this.

Ald. E. Wesley asked about employment development (page 88), noting that nothing was done with it from 2017 to 2019. Mr. Mermuys stated there has been a Council mandate to increase trainings. As far as employee recruitment, advertising was used to get a wider base. Ald. E. Wesley also inquired about Unemployment Compensation since it went from 0 to \$2,875. Mr. Wilson explained that if the state approves this for certain individuals, the City needs to pay it. Ald. E. Wesley asked about the \$25,000 for Stormwater Commission (page 89) and was advised by Mr. Mermuys it is for the engineer on that Committee.

ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:

- FY2020 Budget (*continuation*)

ADJOURNMENT:

The meeting adjourned at 9:45 p.m.

Minutes taken by Eileen Schultz