SPECIAL FINANCE AND PERSONNEL COMMITTEE
Monday, April 1, 2019
Municipal Center Council Chambers, 5:30 PM

Call to Order: Alderman Curry called the meeting to order at 5:32 p.m.

Roll Call: Deputy Clerk Meadows called the roll. Roll call: Members present: Chairman Curry, Alderman Schaefer and Alderman Mihevc. Also in attendance: Administrator Morefield, Finance Director Lynch, Chief of Police Birk, Parks & Recreation Director Hobson, Human Resource Director Campanella, Economic Director Martin. Alderman Curry recognized the fact that Mayor Jett, Alderman Glab and Alderman Santi was also in attendance along with two uncontested 2019 Consolidated Candidates, Ms. Sue Miller and Ms. Bobbi Baehne.

Public Comment: Alderman Curry asked if those in attendance wished to address the Committee Members at this time. Those in attendance offered no comments.

Motion to approve the March 25, 2019 Finance and Personnel Committee meeting report
Alderman Curry asked the Committee Members if they had any questions or comments on the March 25, 2019 Committee meeting minutes. The Committee Members offered no comments. A Motion was made by Alderman Schaefer and seconded by Alderman Mihevc to approve the March 25, 2019 Committee Meeting report as present. Roll call: Vote: 3-ayes: Alderman Schaefer, Alderman Mihevc and Alderman Curry. 0-nays, 0-abstained. Motion carried.

Discussion/Recommendation-Draft Fiscal Year 2019/2020 Budget or an Alternative Fiscal Year Budget 2019/2020
Administrator Morefield provided the Committee Members and those in attendance with an overview of four different budget scenarios. The first scenario represented the FY-2019/2020 Budget with the proposed four new positions, funding capital projects and two new revenue streams. In which the net change in the fund balance was $427,206 producing an ending fund balance of $6,898,209.

Administrator Morefield continued on to present the second scenario which depicted the FY-2019/2020 Budget with the local sales tax and telecommunication tax revenue streams along with funding capital improvement projects. However, this scenario eliminated the funding for the four new positions. He reported that the net change in the fund balance was $63,122 producing an ending fund balance of $7,262,293.

Administrator Morefield discussed the third scenario which depicted the original FY-2019/2020 Budget prior to the Council’s approval of increasing the local sale tax and the telecommunication tax.
The net change in the fund balance was $471,453 producing an ending fund balance of $7,796,868. However, this scenario included no capital improvements that were not funded by MFT Funds or matching grants.

Administrator Morefield discussed the forth scenario that only depicted the increases in the local sales tax and telecommunication tax revenue streams. Which produced a new change in the fund balance of $1,371,453 with an ending fund balance of $8,696,868.

Administrator Morefield commented on the final scenario which depicted the local sales tax and telecommunications tax revenue streams with the four new positions. However, no new capital improvement projects. Producing a net change in the fund balance of $1,007,369 an ending fund balance of $8,332,784.

A lengthy discussion ensued with respect to the four different scenarios. Alderman Curry reiterated the fact that in his opinion the overtime percentages for the Police Department and the Parks Department does not justified adding additional positions. He went on to commented on the fact that once the City adds additional positions the salaries and benefits costs would increase annually. In the future the additional personnel costs would continue to deplete the revenues increased by the implementation of the additional local sale tax and telecommunication tax revenues.

Director Campanella noted that there are federal and state laws addressing the hours an exempt employee may perform duties assigned to hourly employees.

Alderman Curry commented on the fact that some of the Council Members supported the increases in the local sale tax and telecommunication tax due to the fact that they were under the impression that these additional revenue streams would assist in funding capital improvement projects.

Alderman Curry continued on to discuss the proposed request for two additional Police Officers. He reported that he had investigated the FBI Staffing Table guidelines as referenced by Chief Birk during a previous meeting and in his opinion the current City staffing levels comply with the FBI guidelines. Chief Birk commented on the fact that he could not justify the FBI’s methodology used in determining staffing levels.

Chief Birk continued on to report that he had conducted an extensive staffing needs analysis applying historical data, resource allocation, allocation failures, overtime expenses, benefit time, Workers Comp/light duty along with mandated training hours and at the conclusion the staffing needs mathematical analysis clearly expressed the need for 2.07 additional Police Officers. He continued on to provide the Committee Members and those in attendance with an overview of his fourteen page report.
Alderman Curry reported that this was the first time he had seen Chief Birk’s extensive report and would like more time to do his due diligence in reviewing the staffing analysis.

Administrator Morefield recommended that Staff draft two budget scenarios one of which includes the four additional personnel positions and the other budget not funding the additional personnel positions. This matter could have been discussed with the full City Council during the budget workshop scheduled for April 15th. The Committee Members concurred with Administrator Morefield’s recommendation. **A Motion made by Alderman Schaefer and seconded by Alderman Mihevc to present two FY-2019/2020 budgets one including the additional four positions and the other budget without the staffing level increases.** Roll call: Vote: 3-ayes: Alderman Schaefer, Alderman Mihevc and Alderman Curry. 0-nays, 0-abstained. Motion carried.

**2019/2020 Proposed Finance & Personnel Committee Schedule**

Alderman Curry reported that he had drafted a rough 2019/2020 Finance & Personnel schedule noting various topics. Although he realizes he will no longer be a Council Member the topics were just to serve the next Committee Members with some guidance. **A Motion was made by Alderman Mihevc and seconded by Alderman Schaefer to approve the 2019/2020 Finance & Personnel Committee schedule.** Roll call: Vote: 3-ayes: Alderman Mihevc, Alderman Schaefer and Alderman Curry. 0-nays, 0-abstained. Motion carried.

**Staff Reports**

Staff offered no reports at this time.

**Motion to adjourn the meeting**

**A Motion was made by Alderman Schaefer and seconded by Alderman Mihevc to adjourn from the public meeting at 6:45 p.m.** Roll call: Vote: 3-ayes: Alderman Schaefer, Alderman Mihevc and Alderman Schaefer. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,
Debra Meadows, Deputy City Clerk

Reviewed and approved this 19 day of August 2019.

Alderman Curry, Chairman

Mihevc