

****NOTICE OF SPECIAL MEETING****

CITY OF GENOA

SPECIAL COMMITTEE OF THE WHOLE

MARCH 5, 2019

FOLLOWING REGULAR CITY COUNCIL MEETING

CITY HALL COUNCIL CHAMBERS

SPECIAL MEETING AGENDA

I. CALL TO ORDER/ROLL CALL

II. OLD BUSINESS

III. NEW BUSINESS

**A) PRESENTATION OF THE PROPOSED 5 YEAR CAPITAL IMPROVEMENT
PLAN (CIP)**

IV. OTHER BUSINESS FOR FUTURE DISCUSSION

VII. MOTION TO ADJOURN

To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
City Hall
SPECIAL MEETING
Committee of the Whole Meeting Minutes
March 5, 2019
7:20 P.M.

Mayor Vicary called the meeting of the Committee of the Whole to order at 7:20 p.m. Roll call was taken. Aldermen Wesner, Carroll, Di Guido, Stevenson, Winter, Cravatta, Brust and Lang were present.

OLD BUSINESS – None

NEW BUSINESS

PRESENTATION OF THE PROPOSED 5 YEAR CAPITAL IMPROVEMENT PLAN (CIP): City Consultant Bill Ganek stated that a Capital Improvement Plan is important as it lays the foundation for maintaining the City's infrastructures and in turn allowing the City to prosper. The first step in creating a CIP is identifying our needs. He indicated that decision making is comprised of 3 major components; awareness, foresight and timing as it pertains a CIP. The 5 year CIP includes large ticket items; over 13 million dollars of expenditures for projects, repairs, maintenance, new construction, equipment and vehicles. He indicated that needs have to be prioritized and some of the larger projects will take multiple years due to planning, designing and construction schedules. Mr. Ganek stated that the 5 year CIP will be reviewed every year to see if our needs or priorities have changed. Examples may be that a grant becomes available for something that is in our CIP, but further down the line, so it would be moved up or a scheduled project may fall apart, so funds could be shifted to another project. Mr. Ganek stated that there are 3 basic categories in the CIP; streets & open space, vehicles & equipment and water & sewer. He indicated that next year, these 3 categories will cost approximately 2.9 million dollars. He then stated that Public Works created a map of all the streets in Genoa that are all rated from excellent to fair, as well as the cost to fix them. The City will start repairing the worst streets first. Sources of revenue used for streets are motor fuel tax, developer contributions, road & bridge property taxes, possibly part of the utility taxes and video gaming taxes. He also indicated that 2 bonds will be paid off in the year 2020, so more funds will be available for streets. Mr. Ganek then went on stating that because the vehicles and equipment are large and/or expensive, they are part of the Capital Fund. He indicated that the revenue sources for them are through the General Fund and Water & Sewer Fund. Lastly, Mr. Ganek informed Council of the proposed revenue for water & sewer. He proposed adding \$3.00 to water/sewer bills for the CIP. He also proposed not increasing the water/sewer rates for 1 year to help absorb the \$3.00 CIP fee. Other sources of revenue for the water/sewer fund would be new construction connection fees and the increase of Kingston's sewer rate over the next couple of years. Another reason we need to increase revenues coming in is due to the new waste water treatment plant that will be needed at the end of this 5 year CIP. Mr. Ganek indicated that it is in the current agreement that the Village of Kingston will help pay for the plant expansion since they use part of our sewer capacity. Mr. Ganek stated that the City will be purchasing a couple generators to allow us more time to keep things running during an emergency.

A question was asked at what point Genoa would need another treatment plant. Director Gentile responded that we can service Derby Estates, Oak Creek Estates and the Riverbend Subdivision up until they are built to capacity; at that point another treatment plant would be necessary. He was also asked if the developers will pay more fees. His response was yes because fees are higher now than they were in previous years and typically connection fees are increased at the same time water/sewer rates increase. Director Gentile was asked if the City could put a time limit on the \$3.00 CIP fee. He responded yes, but when we get to the point that we have to pay for the waste water treatment plant, if we don't have enough saved, we may have to charge a significantly higher fee, possibly in excess of \$10.00. He also indicated that there may be grants that the City can apply for to help pay for the treatment plant. Mr. Ganek added that for the IEPA loan, the City has to show how we will be repaying the loan, which the \$3.00 fee could provide for, but that could mean an additional increase for the waste water treatment plant. Mr. Ganek was asked if there are other types of revenue that the City could generate. He responded that since Genoa is not home ruled, the state mandates what fees we are allowed to impose. In order to be home ruled, we would have to put it out to referendum. It was expressed that bringing in new businesses would increase sales tax revenue. Some of our controllable revenues include sales tax, developer donations through permits issued, annexation agreements that require the property owners to pay certain street fees and a small amount of revenue from property tax.

Motion made by Alderman Stevenson to adjourn the meeting of the Committee of the Whole, seconded by Alderman Di Guido. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 8:30 p.m.

****NOTICE OF SPECIAL MEETING****

CITY OF GENOA

SPECIAL COMMITTEE OF THE WHOLE

MARCH 19, 2019

FOLLOWING REGULAR CITY COUNCIL MEETING

CITY HALL COUNCIL CHAMBERS

SPECIAL MEETING AGENDA

I. CALL TO ORDER/ROLL CALL

II. OLD BUSINESS

III. NEW BUSINESS

**A) PRESENTATION OF THE PROPOSED ANNUAL BUDGET FOR THE
FISCAL YEAR BEGINNING MAY 1, 2019 AND ENDING APRIL 30, 2020**

IV. OTHER BUSINESS FOR FUTURE DISCUSSION

VII. MOTION TO ADJOURN

To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
City Hall
SPECIAL MEETING
Committee of the Whole Meeting Minutes
March 19, 2019
7:20 P.M.

Mayor Vicary called the meeting of the Committee of the Whole to order at 7:35 p.m. Roll call was taken. Aldermen Wesner, Carroll, Stevenson, Winter, Cravatta and Lang were present. Aldermen Di Guido and Brust were absent.

OLD BUSINESS – None

NEW BUSINESS

PRESENTATION OF THE PROPOSED ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING MAY 1, 2019 AND ENDING APRIL 30, 2020: City Consultant Bill Ganek began his presentation by stating that the budget is very crucial as it provides financial guidelines and reinforces policies and programs for the community during the fiscal year. The budget serves as a tool to balance the revenues and expenditures. Mr. Ganek provided an overview of the budget process and schedule throughout the year leading up to implementation on May 1st. Mr. Ganek also indicated that we have received the GFOA Excellence in Financial Reporting Award for 12 consecutive years and believes we are on target for 13 years. The result of these awards has resulted in an improved bond rating. Our \$8 million dollar budget is comprised of 16 different funds. The day to day operating funds are the General Fund and the Water & Sewer Fund. Our 3 main sources of revenue are property taxes, sales tax and income tax. Consultant Ganek indicated that there is an 8% increase in these revenues since last year, which is partly due to the state only taking 5% of our income taxes instead of 10% as in previous years. He also stated that the City has increased some of our fees, which has contributed to the revenue increase as well. Although the revenues have increased, our expenditures are higher this year due to the River Bend Subdivision litigation settlement. The City had to pay a lot of money for legal fees to get the Development Agreement drafted, negotiated, passed and the design approved; however, those fees will be recouped over time as River Bend continues to develop. Consultant Ganek stated that it is important to have 4 to 6 months of cash reserves for emergencies. The City currently has 4 months of cash reserves, which indicates solid financial planning. There are no water and sewer rate increases for this year; however, there is a proposed \$3.00 increase for the Capital Improvement Plan Fund (CIP) for the waste water treatment plant expansion. Approximately \$2.9 million dollars has been budgeted for the CIP fund, which is comprised of \$550,000 for streets and open space, \$307,000 for vehicles and equipment and \$2 million dollars for water & sewer projects. Consultant Ganek indicated that the City is considering a façade improvement program, which is designed to promote reinvestment and restoration of commercial buildings in the downtown area. With this program, the City would match up to a certain dollar amount that the business spends restoring the visible exterior of existing structures. Consultant Ganek closed his presentation by stating that the Public Hearing for the finalized Budget will be on April 2, 2019 at the regular City Council meeting.

Motion made by Alderman Cravatta to adjourn the meeting of the Committee of the Whole, seconded by Alderman Winter. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 8:25 p.m.

****NOTICE OF SPECIAL MEETING****

CITY OF GENOA

SPECIAL COMMITTEE OF THE WHOLE

JUNE 4, 2019

FOLLOWING REGULAR CITY COUNCIL MEETING

CITY HALL COUNCIL CHAMBERS

SPECIAL MEETING AGENDA

- I. CALL TO ORDER/ROLL CALL**
- II. OLD BUSINESS**
- III. NEW BUSINESS**
 - A) DISCUSS FUTURE VIDEO GAMING**
 - B) DISCUSS THE CREATION OF AN A LIQUOR LICENSE**
- IV. OTHER BUSINESS FOR FUTURE DISCUSSION**
- VII. MOTION TO ADJOURN**

To respect the agenda and flow of the meeting, the Mayor may limit audience participation to 5 minutes per speaker and/or a total of 30 minutes for this portion of the agenda.

CITY OF GENOA
City Hall
SPECIAL MEETING
Committee of the Whole Meeting Minutes
June 4, 2019
9:28 P.M.

Mayor Pro Tem Di Guido called the meeting of the Committee of the Whole to order at 9:28 p.m. Roll call was taken. Aldermen Wesner, Carroll, Cravatta, Brust, Lang and Mayor Pro Tem Di Guido were present. Aldermen Stevenson and Winter were absent.

OLD BUSINESS – None

NEW BUSINESS

DISCUSS FUTURE VIDEO GAMING: Assistant City Administrator, Alyssa Seguss began the discussion by informing Council that the City is getting requests from various businesses inquiring about liquor licenses, such as a bakery, liquor store and restaurants. The issue with these requests is that once a liquor license is given out, the City no longer has control as to whether or not they can obtain a video gaming license because it is mandated through the state. As long as they have a liquor license, they can apply for video gaming. The State has requirements that the businesses need to meet in order to qualify for the video gaming. The purpose of the meeting is to discuss the City establishing certain guidelines for businesses to meet before issuing a liquor license to them. Alyssa Seguss then stated that the City currently asks for a floor plan and a letter to City Council stating their reason(s) for requesting a liquor license. This helps determine whether they are truly looking for a liquor license for a legitimate business or if they just want the liquor license to obtain a gaming license. City Attorney, Jack Slingerland stated that Genoa can ban all video gaming in the City by referendum if they choose. Council members indicated that they don't want to go that extreme, as video gaming creates tax revenues for the City; they just don't want it over-saturated. One of the suggestions brought up was to put a stipulation in a liquor license that a certain percent of the revenues must come from the primary business. City Administrator, Art Osten Jr. suggested having them submit an actual business plan, which would require research on their part to make sure it will be a viable business that will thrive. Mr. Osten then stated that he and staff will put a list of possible guidelines together for the next Committee of the Whole meeting and Council can discuss and decide what they would like to do.

DISCUSS THE CREATION OF AN "A" LIQUOR LICENSE: City Administrator, Art Osten Jr. stated that more information is needed before this can be discussed. He stated that it should be discussed once the list of criteria been drafted.

OTHER BUSINESS FOR FUTURE DISCUSSION: None

Motion made by Alderman Wesner to adjourn the meeting of the Committee of the Whole, seconded by Alderman Cravatta. Voice vote was taken. All voted yes. Motion carried. Meeting was adjourned at 10:00 p.m.