

# Finance Committee Minutes

## January 11, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, January 11, 2016 at 6:30 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Mayor Mike Burton, JoAnn Hollenkamp, Jeremy Weh, and Martha Reinkensmeyer.

After reviewing the minutes from the December 14, 2015 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

After reviewing the claims for the month, Don Perez made a motion to approve all claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second and third items on the agenda were sales tax increase and approval of public information materials. JoAnn began by stating the City is seeking a .5 percent sales tax increase. She then reviewed with the Committee the informational sheets she will be using when presenting the proposed sales tax increase to the community. After reviewing the sheets, it was decided to make several corrections and additions. (Please see the attached sheets.) Opportunities to discuss the sales tax increase with the public were often discussed. It was decided to have a meeting before the next Council meeting on January 25, 2016. The idea of doing an interview on WCXO was also discussed. Don Perez made a motion to make the corrections and additions to the public information materials and present it to Council for approval. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was old business. JoAnn stated that Duane Nordike came in and signed the TIF paperwork for a 70/30 split. She added that this will be presented to Council on January 25, 2016.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:47 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## February 8, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, February 8, 2016 at 6:15 p.m. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Kayla Voss, Rita Jurgensmeyer, Mayor Mike Burton, JoAnn Hollenkamp, Christi Gerrish, Barb Guebert, Joe Heiligenstein, and Martha Reinkensmeyer.

After reviewing the January 11, 2016 meeting minutes, Judy Smith made a motion to approve the minutes. Don Perez seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was approving claims. The Committee members questioned the invoice from WCXO/Clinton County Broadcast for \$162.50. They believed it was only for the Ugly Christmas Sweater Pub Crawl. However, Kayla pointed out that it was payment for advertising several Christmas in Carlyle events. Don Perez made a motion to approve all claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was transfers. JoAnn explained that the amount for the lagoon dredging had already been budgeted, but it needs to be transferred into the proper fund. Don Perez made a motion to approve the transfer. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was open a motor fuel account at First National Bank. Rita explained that the money received for the motor fuel account is from the Illinois Funds and that the funds are kept in account with Illinois Funds. Checks have always been able to be written from this account. However, this is changing and checks can no longer be written from this account and checks need to be written from the motor fuel account. A checking account will need to be created at First National Bank where funds can be transferred into from Illinois Funds account. Judy Smith made a motion to take to Council to recommend opening a checking account at First National Bank to pay motor fuel tax expenses. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was paying bills twice a month. Kayla gave each Committee member a spreadsheet she had created. It stated the vendor, the due date of each claim, the statement closing date, when the invoice is received, what percentage the late fee is, if it is paid on time or late, the amount of the bill, and the amount of the late fee based on the amount of the bill. See the attached spreadsheet. Kayla explained that currently she pays the Wal-mart, US Bank, and Shell statements without Council approval due to their due dates and when the statements are received. After much discussion, it was decided that it would simplify the accounts payable process if the vouchers were saved as a PDF and emailed to the Committee. The Committee would still receive copies of the summaries. It was also decided that the Committee would have to meet before each Council meeting to approve the claims. Don Perez made a motion to recommend to Council that claims be approved twice a month instead of just once a month. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The fifth item on the agenda was the Case Halstead Library's savings and checking accounts. Christi stated that there is a checking account and savings account that the Library Board would like to combine after paying the last construction bill from Foppe out of the checking account. The money in these accounts would then be kept as a reserve in case a big expense comes along. Rita explained that both accounts are actually saving accounts. Neither one is a checking account. Jason Edwards made a motion to combine the two savings accounts after paying the last construction bill out of the one account. Judy Smith seconded the motion. After a voice vote, all were found in favor. However, after some discussion, Jason rescinded his motion. Jason Edwards then made a motion to table the combining of the accounts until Chad Holthaus and Fred Becker could be consulted about the matter. It would then be brought back in front of the Finance Committee for approval. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The sixth item on the agenda was old business. Judy asked JoAnn if a date had been set to be on the WCXO morning show to discuss the new sales tax rate increase. JoAnn stated that she had called three times and left messages, but that no one had called her back.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor the meeting was adjourned at 6:44 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## February 22, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, February 22, 2016 at 6:30 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Henry Hollenkamp, Christi Gerrish, Barb Guebert, Chad Holthaus, Kent Newkirk, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes the February 8, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

After reviewing the claims, Don Perez made a motion to approve all claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was the library checking and savings accounts. Chad stated that there are three accounts. There is a CD earning interest at a rate of .24 percent, a savings account earning interest at .05 percent, and a checking account earning interest at .125 percent. He explained that the best thing to do would be to combine the accounts into the interest earning checking account. It had formerly been a money market account, but it is now called a municipal interest earning account. With this account, there are no longer any limitations regarding check writing. Chad added that the CD does not mature until August and it would be better to wait until August to transfer these funds into the checking account. After some discussion, Jason Edwards made a motion to recommend to Council that the savings and checking accounts be combined now into the interest earning checking account and the CD be transferred into this account when it matures in August. Judy Smith seconded the motion. After a voice vote, the motion passed. Don Perez abstained from voting.

There was no new business.

The fifth item on the agenda was old business. Kent asked how much the City still owes on the pool house. Chad stated that approximately \$185,000 is still owed. Kent then asked how many years money was lost on the street fair. JoAnn stated that approximately \$260 was earned in 2015. However, a significant amount of money was lost in 2014. Kent stated that he would like to see Brenda Johnson invited to the next Finance Committee Meeting to explain street fair, donation cans for Christmas lights, and the pub crawl.

There were no any other comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:42 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Meeting

## March 14, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, March 14, 2016 at 6 p.m. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Lisa Spaulding, Gene Van Dorn, Mayor Mike Burton, Rita Jurgensmeyer, Jeremy Weh, Kent Newkirk, Brenda Johnson, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the February 22, 2016 minutes, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was approving claims. After reviewing the claims, Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was Street Fair report. When asked if the Street Fair had made money last year, Brenda stated that it had made approximately \$160. Kent asked about the \$1,000 the City donated for advertising and if instead of making \$160, the City lost \$840. Kent asked Brenda why the Street Fair should even still be held. Brenda said that it is an event that has been around since the 1950s and is operated on funds earned through the Street Fair and not with City money. However, the City provides police protection, electric, and picnic tables. Brenda pointed out that the money in the Street Fair account is not tax supported money, but it is under the City's tax ID number. This account currently has approximately \$9,000. Lisa Spaulding stated that people who had previously ran the Street Fair kept the checkbook and used the City's tax ID. However, the auditors said that this practice needed to stop. It was then pointed out the Street Fair depends on free labor. The point was then made that the electric department and the parks department are getting paid by the City as their work occurs during normal working hours. The clerical workers are the only workers who are not getting paid to help with Street Fair. Judy Smith asked if the City stopped funding the Easter egg hunt and car show, why should it keep funding Street Fair. Kent Newkirk stated that since it is not a money maker it should be stopped and the City should not be responsible for it in any way. Lisa Spaulding stated that she is willing to file a 501-C and be solely responsible for the Street Fair. Jason Edwards asked if the City would still provide services. JoAnn stated that the City could provide policing, electric, and the picnic tables and park labor. Rita asked if the Street Fair was under the City's insurance. Lisa Spaulding stated that the street fair purchases its own insurance every year. No motions were made.

The third and fourth items on the agenda were Christmas light donation and pub crawl reports. Jason began by asking Brenda about the cans sitting out around town. Brenda stated that there has been approximately \$450 collected in the cans. She stated that she has been fundraising as an individual and donating the money to the City. Brenda added that the pub crawl began as an idea during an open EDC meeting. Judy Smith stated that the problem is that the community perceives these events as being sponsored by the City and being paid for with City money. She added that the fundraising itself is not the problem. Brenda being on Council is causing some people to believe that the fundraising is sponsored by the City. The other concern that Judy Smith, Don Perez, and Kent Newkirk expressed was the lack of communication. They did not feel as if the Council had been properly informed about the fundraising. No motions were made.

The fifth item on the agenda was the phone app fee structure. JoAnn stated that the EDC decided that all businesses will be listed free of charge if they are within City limits or Chamber member. If the business is from outside of City limits, the business will be listed for free for three months and then it will be charged. If a business wants to run an ad and is within City limits or a Chamber member, the ad will cost \$20 per month. If the business is outside City limits and not a Chamber member, the ad will cost \$30 per month. The app will be available on April 1, 2016.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:46 p.m.

Respectfully submitted,  
Martha Reinkensmyer

# Finance Committee Minutes

## March 28, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, March 28, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Kent Newkirk, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the March 14, 2016 meeting minutes, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was approval of claims. Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was the trash and recycling contract. JoAnn stated that currently trash costs customers \$9.50 per month and recycling costs \$2.50 per month. At these current rates, the City is losing \$26,100 for trash per year and \$5,901.12 for recycling per year. Customers cannot opt out of recycling. After a lengthy discussion, Don Perez made a motion to bid out trash, along with recycling for curb side and a station. Judy Smith seconded the motion. After a voice vote, all were found in favor.

There was no old business.

The fourth item on the agenda was new business. Kent Newkirk stated that he would like to have 10 percent of the money received from the sales tax increase set aside for Street and Alley. Don Perez stated that if this occurs, it needs to be spent on major street repairs. It was discussed setting aside 90 percent for infrastructure and 10 percent for Street and Alley.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:33 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## March 31, 2016

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The meeting was called to order by Chairman Jason Edwards on Thursday, March 31, 2016 at 4:30 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Chris Watkins, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 28, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the Façade Improvement Program. JoAnn stated that this originated when Jay Donnelly applied for a TIF to help begin a business. Keith Moran told the EDC Committee that there would not be enough tax revenue created by this business to warrant a TIF, but that the City should look into a onetime grant program to encourage business. He created a Façade Improvement Program for the City. This program would encourage businesses in the downtown area to improve their exterior features. Qualifying business owners would receive \$2,500 to match the \$2,500 that they spend out of pocket. Keith Moran had originally recommended that \$25,000 be budgeted for this program. EDC decided to budget \$7,500 instead. No motions were made.

The second item on the agenda was iPads. JoAnn stated that recently she had participated in a webinar on going paperless presented by a city official from Elm Hurst, Illinois. Since this webinar, she has been researching ways that Carlyle could go paperless. JoAnn would like to have a program installed on the website that allows individuals to search for ordinance by keywords or phrases. JoAnn would also like to see each alderman receive an iPad or Microsoft Surface to receive agendas and all documents needed for Council and Committee meetings. She stated that this could cost approximately \$800 per alderman, but that the tablet would be handed over at the end of the alderman's term. JoAnn also pointed out that \$5,000 per year is currently being spent on copiers and that does not include paper. Don Perez stated that he believes that this is a good idea and believes that all aldermen should be forced to use this system.

The third item on the agenda was the FY 17 Budget. This was the first time that the Committee read through the entire budget. After reviewing the budget, some changes were made. See the table on the next page for these changes. The Committee also agreed to fix G&A for the next three years based on last year's amount per Fred Becker's approval.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:09 p.m.

<b>Fund</b>	<b>Original Amount</b>	<b>Changed Amount</b>
General Fund (1), Revenues, Income Tax	\$300,000.00	\$315,000.00
General Fund (1), Revenues, Sales Tax	\$900,000.00	\$920,000.00
General Fund (1) Revenues, Non Home Rule Sales Tax	\$0.00	\$15,000.00
Street and Alley (3), Revenues, Transfer from Fund 1	\$315,000.00	\$345,000.00
Parks (17), Expenditures, Equipment	\$10,000.00	\$14,000.00
Parks (17), Expenditures, Vehicles	\$35,000.00	\$0.00
TIF 1 (33), Expenditures, Other Improvements	\$90,000.00	\$65,000.00
TIF 1 (33), Expenditures, Transfer to Fund 34	\$165,000.00	\$200,000.00
TIF 2 (34), Revenues, Transfer from Fund 34	\$165,000.00	\$200,000.00
TIF 2 (34), Expenditures, Other Improvements	\$170,000.00	\$200,000.00
Street Fair (37), Revenues, Street Fair	\$20,000.00	\$0.00
Street Fair (37), Expenditures, Special Projects	\$4,400.00	\$5,000.00
Street Fair (37), Expenditures, Street Fair	\$19,000.00	\$0.00
Capital Improvements (41), Expenditures, Engineering	\$950.00	\$0.00
Capital Improvements (41), Expenditures, Publishing	\$50.00	\$0.00
Capital Improvements (41), Expenditures, Capital Improvements	\$12,000.00	\$0.00
Capital Improvements (41), Expenditures, Street & Alley	\$1,500.00	\$0.00
Capital Improvements (41), Expenditures, General & Administrative	\$500.00	\$0.00
Water Production (51) Expenditures, Health & Dental	\$1,745.99	\$20,951.88

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## April 11, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, April 11, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 31, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was to approve claims. Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was to review FY 17 budget changes. The Committee reviewed the changes it made to the budget during the March 31, 2016 meeting. It was decided to change Equipment in Fund 17 from \$10,000 to \$25,000. The line item for Vehicles in that same fund is now \$0.00. Vehicles had previously contained the mowers and they were moved to Equipment. Jo Ann stated that she learned that the Pool House loan expires in 2020. She also asked Fred Becker about G&A being subjective and he said that it was. JoAnn added that the cameras at the Water Department will all be charged to Production. JoAnn also asked the Committee if it felt there should be two budget hearings or if they would like to have only one. A discussion ensued about the hearings, but no definitive answer was given. No motions were made.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:20 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## April 25, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, April 25, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Kent Newkirk, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the April 11, 2016 meeting, Judy Smith made a motion to approve the minutes. Don Perez seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. Don Perez made a motion to approve the claims. Judy Smith seconded the motion.

The second item on the agenda was review the FY 17 Budget. The Committee reviewed the budget changes that were made since the last meeting. No motions were made.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Jason Edwards made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:07 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## May 9, 2016

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The meeting was called to order on Monday, May 9, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Brett Benhoff, Kent Newkirk, Jeremy Weh, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the April 25, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was approval of claims. After reviewing the claims, Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was the concessions bid. JoAnn stated that Carlyle IGA was the only bid the City received for concessions. She added that prices at the concession stands will be going up this season. Judy Smith made a motion to recommend the concessions bid to Council. Don Perez seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was the playground equipment bid. JoAnn stated that Park Board recommended the bid from Molanda. It had the playground that received the most votes from the kids at the Grade School. It will take two months to receive the playground and the location is being reevaluated. Jason Edwards made a motion to recommend the Molanda playground bid to Council. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was City Park bathroom bid. Brett Benhoff stated that Doug Eubanks had the lowest bid with a base price of \$127,000 for the bathrooms. The bids were also supposed to include prices for RomTec Building System and in-floor heating. After much discussion, Jason Edwards made a motion to take Doug Eubank's bid of \$127,000 to Council. Don Perez seconded the motion. After a voice vote, all were found in favor.

The fifth item on the agenda was the FY'17 budget review. The Committee reviewed the budget and the changes that were made to it since the April 25, 2016 meeting. Judy Smith made a motion to recommend the budget to Council. Don Perez seconded the motion. After a voice vote, all were found in favor.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:19 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Meeting

## May 23, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, May 23, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Hollie Sensel, Jamie Kohrmann, Brenda Johnson, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the May 9, 2016 meeting, Judy Smith made a motion to approve the minutes. Don Perez seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. After reviewing the claims, Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was the FY'17 budget review. JoAnn pointed out that the budget is \$196,502 over last year's budget, but that is because of the money budgeted for the new electric metering system. JoAnn also stated that the IHSA Bass Tournament is not included in the budget, but enough money was placed into the hotel/motel account to cover it. No motions were made.

The third item on the agenda was the city park bathroom. Judy stated that \$40,000 alone will not cover the cost of a new bathroom. It could take up to an additional \$45,000 for materials alone. Judy has been looking into getting volunteers to help with the construction of the new bathroom. JoAnn stated that a general contractor would need to volunteer for the project to significantly cut costs. No motions were made.

There was no old business.

The fifth item on the agenda was new business. Hollie Sensel and Jamie Kohrmann addressed the Committee regarding a crappie tournament to be held at Carlyle Lake in 2017. The sisters stated that it will cost \$13,500 to have the tournament. This money includes a commercial that will be aired on national television. Jason stated that this should be brought to the City Progress Committee. Following a heated discussion, Hollie and Jamie left the meeting and stated that they no longer wished for the City to be involved.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:31 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## June 13, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, June 13, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Jeremy Weh, Brenda Johnson, JoAnn Hollenkamp, Mayor Mike Burton, Kent Newkirk, and Martha Reinkensmeyer.

After reviewing the minutes from the May 23, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. After reviewing the claims, Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was FY'17 Budget Review. JoAnn stated that the budget will be changing again due to dental and health insurance. The crappie tournament will have to be added to the budget, as well. JoAnn also stated that the budget may go up depending on what the Council decides about the new bathroom at the City Park. JoAnn explained that the budget will be finished for the next meeting. No motions were made.

The third item on the agenda was the 2017 Crappie Tournament. JoAnn stated that the proposed \$7,500 that the City Progress Committee is recommending will come from the Hotel/Motel Fund. No motions were made.

The fourth item on the agenda was Board Docs. JoAnn explained that this is something that she hopes to implement soon. Each alderman will receive either an iPad or a Microsoft Surface. The alderman would receive all information needed for Council and Committee meetings on their electronic device. This will greatly reduce the amount of paper and toner that is used at City Hall. JoAnn added that Muni Code will be up and running on the City website by the end of this month. She stated this would be available on the alderman's electronic devices also. JoAnn explained that the devices will be Wi-Fi enabled only. No motions were made.

The fifth item on the agendas was old business. Judy stated that the public has told her that if the City has to spend extra money along with the Timken grant, the money should be used to build open shelters at the Fish Hatchery and Grade School Parks. The money should also be used on renovating the existing shelters. JoAnn stated that the money could not be used for those things. She stated that she had recently received an email from Timken wanting an update on any progress made towards the bathroom. The Committee discussed the amount of money to budget for the bathroom to go with the Timken grant. Volunteers for the project were discussed, along with hiring a general contractor to oversee the project.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor the meeting was adjourned at 6:23 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## June 27, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, June 27, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Bill Schmaltz, Brenda Johnson, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the June 13, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. Judy Smith made a motion to approve the claims. Don Perez seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was insurance. After reviewing the options that Employee Concerns recommended, Jason Edwards made a motion to recommend to Council the health insurance plans that Employee Concerns Committee's recommended. Judy Smith seconded the motion. After a voice vote, all were found in favor. See the table on the next page for information regarding the health insurance plans.

The third item on the agenda was the budget. JoAnn stated that the budget was taken off of the Council's agenda for June 27, 2016 due to health insurance. JoAnn added that Council had to make a decision regarding health insurance before she knew what amount to budget for it. No motions were made.

There was no old business.

There was no new business.

There were no public comments.

There were no any other comments.

With no further business to discuss, Jason Edwards made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:11 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

Plan Design	Current Plan	Option One	Option Two
	Coventry/Aetna	UHC (OX8) Open Access Choice Plus	UHC (OXK) Open Access Choice Plus
<b>Annual Plan Deductible</b>			
Per Employee	\$500	\$500	\$2,500
Per Family	\$1,000	\$1,000	\$5,000
<b>OOP In Network Max Cost</b>			
Per Employee	\$2,000	\$6,250	\$6,250
Per Family	\$4,000	\$12,500	\$12,500
<b>Coinsurance (In/Out)</b>	100%/80%	100%/70%	80%/50%
<b>Copays</b>			
Preventative Services	100%	100%	100%
Physician Office Visit	\$25	\$25	Deduct then 80%
Specialist Office Visit	\$50	\$75	Deduct then 80%
Urgent Care	\$75	\$100	Deduct then 80%
Emergency Room	\$250	\$300	Deduct then 80%
<b>Pharmacy</b>			
Generic	\$8	\$10	Deduct then 80%
Preferred Brand	\$30	\$30	Deduct then 80%
Non-Preferred Brand	\$55	\$50	Deduct then 80%
Specialty (A)	\$150	\$50	Deduct then 80%
Specialty (B)	\$300	\$50	Deduct then 80%
<b>Network</b>	Coventry	UHC- Choice Plus	UHC-Choice Plus
<b>Monthly Cost</b>			
Employee Only	\$438.63	\$552.43	\$405.75
Employee + Spouse	\$964.99	\$1,215.35	\$892.65
Employee + Child(ren)	\$855.34	\$1,077.25	\$791.22
Family	\$1,250.10	\$1,574.43	\$1,156.39
<b>Actual Monthly Premium</b>	\$16,317.06	\$20,550.42	\$15,093.91
<b>Percentage Difference</b>		25.94%	-8.10%

# Finance Committee Minutes

## July 11, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, July 11, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Mayor Mike Burton, Kent Newkirk, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the June 27, 2016 meeting, Judy Smith made a motion to approve the minutes. Don Perez seconded the motion. After a voice vote, all were found in favor.

After reviewing the claims, Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was FY'17 budget review. JoAnn stated that adding health insurance has caused the budget to change. The following items have also caused the budget to change: Steve Lappe's arbitration hearing, an error in Fund 18 in Other Improvements, and an addition of \$1,000 to TIF. The proposed budget is now \$12,737,907. Don Perez made a motion to approve the changes made to the budget. Judy Smith seconded the motion. After a voice vote, all were found in favor.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor the meeting was adjourned at 6:11 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## July 25, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, July 25, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Mayor Mike Burton and Martha Reinkensmeyer.

After reviewing the minutes from the July 11, 2016 meeting, Judy Smith made a motion to approve the claims. Don Perez seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was reviewing of the claims. After reviewing the claims, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

There was no old business.

The third item on the agenda was new business. Judy Smith stated that she and Don have spoken to a contractor regarding the new bathroom at the City Park. They are waiting for the contractor to get back with them. Judy said that Andy Brackett is looking into having sponsors for the ball diamond. Any donations received, would be used for the ball diamond. Jason commented that he would like to see local businesses sponsor the Christmas lights in the City Park.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## August 8, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, August 8, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Dan Hannah, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the July 25, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was approval of claims. After reviewing the claims, Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was quotes for fireworks. JoAnn stated that she received quotes from Central States Fireworks and J & M Displays. Both shows would last 10-12 minutes. However, JoAnn explained that her knowledge of fireworks is limited and is trying to find someone with more knowledge to look at these quotes to tell her which is the better quote.

There was no old business.

The fourth item on the agenda was new business. Dan Hannah from Waste Management addressed the Committee regarding the trash contract. The current contract will be expiring in January. Dan Hannah explained that the contract could not be extended for the current rate for three years. JoAnn explained that the City is required to go out for bid. Dan stated that if the City extends the contract, the rates would be lower than if going out for bid. An extension would be for the same service as the current service. Automated service was discussed. Customers would have to have a 96 gallon cart. Seniors would be able to exchange the 96 gallon cart for a 64 gallon cart. Dan added that Waste Management has extended contracts with Breese, Albers, and New Minden.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. After a voice vote, all were found in favor.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## August 22, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, August 22, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Fred Becker, Brenda Johnson, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the August 8, 2016 meeting, Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. After reviewing the claims, Judy Smith made a motion to approve the claims. Don Perez seconded the motion. After a voice vote all were found in favor.

The second item on the agenda was the quotes for fireworks. JoAnn stated that she has received three different quotes for the Christmas in Carlyle fireworks that are held annually after the Christmas parade. All three quotes were for \$4,000. After reviewing the quotes, Judy Smith made a motion to recommend that Council accept the fireworks quote from DCMV Imports. Don Perez seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was a financial presentation by Fred Becker. Fred provided the Committee with the draft of the water audit and reviewed it with them. He added that he will be giving this to Brent Maschhoff who will be looking it over on behalf of the water districts. Fred also provided the Committee with a copy of the regular audit. He stated that the State of Illinois now mandates that government units show their liability on the books for IMRF. He explained that this affects the City's net worth. Fred also stated that the City is overall financially better this year than last. No motions were made.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:46 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## September 12, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, September 12, 2016 at 5 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Doug Ratermann, Mayor Mike Burton, Brenda Johnson, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the August 22, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was to approve claims. After reviewing the claims, Judy Smith made a motion to approve the claims. Don Perez seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was the Maple Hill Park Pavilion/City concrete. JoAnn stated that the Citizens for Carlyle Parks will be rebuilding the pavilion at Maple Hill Park. The current pavilion will be torn completely down along with the existing concrete. JoAnn believes the City should pay for the new concrete and install it. She asked the Finance Committee to recommend to Council that the City pay for the concrete with the cost of the concrete not to exceed \$5,000. Judy Smith made a motion to recommend to Council that the City pays for the replacement concrete up to \$5,000 for the Maple Hill Park Pavilion. Don Perez seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was City Park Bathroom. JoAnn stated that she had spoken with Duane Nordike. Duane told JoAnn that this project will be completely turnkey and will include the HVAC. She asked that the Committee recommend this project to Council on September 26, 2016. Jason Edwards made a motion to take the City Park Bathroom to Council on September 26, 2016. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was entrance to Tractor Supply/McDonalds. Doug Ratermann stated that the entrance to Tractor Supply will need to be widened. The current pavement is 29.74 feet wide and needs to be 32 feet wide in order to be the same width as the new road. Tractor Supply is asking the City to widen the entrance so that it will be the same width as the new road. JoAnn is asking the Committee to recommend to Council that the City widen the entrance with the cost not to exceed \$15,000. Don Perez made a motion to recommend to Council that the City widen the entrance to Tractor Supply/McDonalds with the cost not to exceed \$15,000. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The fifth item on the agenda was FY'16 review. It was determined there was no longer a need to review the budget as it was reviewed at the previous Finance meeting. No motions were made.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:15 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## September 26, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, September 26, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Joell Aguirre, Kenny Skaggs, Jane Bullock, Brenda Johnson, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the September 12, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was claims. After reviewing the claims, Judy Smith made a motion to approve the claims. Don Perez seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was trash RFP. JoAnn informed the Committee that the trash contract with Waste Management would be expiring on January 31, 2017. She explained that the Committee needed to decide if it wanted to extend the contract with Waste Management or go through the bidding process. JoAnn advised that if the Committee went out to bid, Waste Management would not be able to give the same offer as the extension. After some discussion, Jason Edwards made a motion to recommend to Council to extend the trash contract with Waste Management as is. Judy Smith seconded the motion. After a voice vote, all were found in favor.

There was no old business.

The fourth item on the agenda was new business. Brenda Johnson and Jane Bullock questioned why there was \$19,000 in line item 20-38-90. JoAnn stated that she needed to do some research and was not given a heads up to have this information ready. JoAnn did state that there were three Library accounts that were closed and combined into one account. She would need to speak with Chad Holthaus to find out for sure. Don Perez asked that the next time Brenda had a question about something of this nature, she call JoAnn so that JoAnn can come to the meeting prepared with an answer. JoAnn stated that she also recently learned that the Library plans to move the Maddux Trust from First National Bank to National Bank.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:35 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## October 10, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, October 10, 2016 at 6:01 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Ken Hensley of Waste Management, Barb Guebert, Brenda Johnson, Jane Bullock, Chad Holthaus, Rita Jurgensmeyer, Joe Heiligenstein, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the September 26, 2016 minutes, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was trash/recycling. JoAnn stated that the current trash contract expires on January 31, 2017. She reminded the Committee that at the previous Finance meeting, the Committee had decided to renew the contract with Waste Management, but had inquired about trash and recycling. JoAnn contacted Dan Hanna of Waste Management and inquired about opting out of recycling and trash. JoAnn learned that if the City was to opt out of trash, residents would have to pay recycling on their own. The cost would go from \$2.86 per resident to \$7.50 per resident. It was not recommended to go this route as many residents would no longer participate in the recycling program. The other question was about opting out of trash. Rita explained that a non-residential address may waive trash if a dumpster is acquired. The discussion then turned to whether a multi-family home of four or more units should be forced to provide dumpsters for its residents. Joe Heiligenstein said that he would do some research on this topic. Judy Smith made a motion to leave recycling as is. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was Library checking accounts. JoAnn stated that when the three accounts were combined into one account, the new account went into the general fund and that everything in the general fund goes into the working budget. Brenda and Barb expressed concern about this money being spent. They wished this money to be kept in a reserve fund for things in the future. After much discussion, Don Perez made a motion for next year's budget to not have that money allocated to Fund 20 and on the treasurer's report to move the money from a general fund account to a non-general fund account. Judy Smith seconded the motion. After a voice vote, all were found in favor.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. After a voice vote, all were found in favor.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## October 24, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, October 24, 2016 at 6 p.m. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Kent Newkirk, Dan Hanna, Mayor Mike Burton, and Martha Reinkensmeyer.

After reviewing the minutes from the October 10, 2016 meeting, Don Perez made a motion to approve the minutes. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. After reviewing the claims, Jason Edwards made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was the ordinance for the trash contract renewal. JoAnn provided each member of the Committee with a memo explaining the options for the trash contract. Jason stated that the Committee needed to decide between a three year contract and a five year contract. The three year contract would cost \$10.85 per month. The five year contract would cost \$11.00 per month. The current cost of trash is \$9.80 per month. The Committee also needed to decide if \$.54 should be added to make the program self-sufficient. For each contract, recycling would cost \$2.86 per month. Brenda Johnson stated that she believes recycling should be taken out of the contract and individuals should be charged through Waste Management if they choose to recycle. Judy Smith made a motion to recommend to Council a five year trash contract with trash at a cost of \$11.54 per month, this price includes the additional \$.54 to make the program self-sufficient, and recycling at a cost of \$2.86 per month. Don Perez seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was to change the vendor for the Christmas fireworks to Central State Fireworks due to the other vendor having licensing issues. In the memo provided by JoAnn, she explained that DCV Imports, who the Committee voted to use for fireworks, is operating on a temporary license that will expire on November 13, 2016. The Christmas fireworks are scheduled for November 25, 2016. To renew its license, DCV Imports will have to appeal to the Supreme Court. DCV Imports has agreed to cancel its contract with the City and refund the \$4,000. Central States can do the show for \$4,000 and its contract has not changed from when it was submitted earlier. Judy Smith made a motion to change firework vendors from DCV Imports to Central States Fireworks. Don Perez seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was old business. Mayor Burton stated that he wanted to clarify what Barb Guebert read out of Library Board minutes during the October 10, 2016 meeting. He believed that \$2.2 million could have been used to build a Library/City Hall in 2004. He was never in favor of spending \$4.3 million on the Library. He feels that the Library could have been just as functional for less money.

The fifth item on the agenda was new business. Jason asked if the Committee would be in favor of offering a reward for the ducks. Seven ducks were intentionally hit and killed on US Highway 50, but there have also been large numbers disappearing at one time. Some were seen on Kaskaskia River. On September 28, 2016 there were 28 ducks. Currently, there are only three. Kent Newkirk suggested

contacting Crime Stoppers. Judy Smith stated that if someone was to provide more ducks, that person must also provide a place to winter them.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Jason Edwards seconded the motion. With all in favor, the meeting was adjourned at 6:22 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## November 14, 2016

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The meeting was called to order by Chairman Jason Edwards on Monday, November 14, 2016 at 5:40 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Fred Becker, Jim Closson (IMLRMA), Dan Imming, Representatives from Travelers Insurance, Representatives from ICRMT, Brenda Johnson, Jeff Miller, Mayor Mike Burton, Kent Newkirk, Rita Jurgensmeyer, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the October 24, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. After reviewing the claims, Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was the water districts FY'16 water audit. Fred Becker stated that there was a \$45,000 decrease in production costs which will cause the rates to drop. The new rate will be \$2.86 per gallon and will take effect on July 1, 2017. Rita Jurgensmeyer stated that a credit will be applied to the districts' accounts. A decline in labor costs was a factor in the productions costs decreasing. After reviewing the audit, Don Perez made a motion to send the audit to Council for its approval. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was Christmas storage building. JoAnn stated that there is no more room at the Electric Department for storing Christmas lights. It has been decided to build a storage building behind the Park Shed. The cost could be as high as \$10,000, but will be closer to \$8,000. Jeff Miller stated that the building will be 30'x40'x10' with open rafters. It will have a concrete foundation with footings. It will not be connected to the Park Shed. JoAnn added that it will be paid out of Corporate and built by Park staff. Judy Smith made a motion to recommend to Council that Parks Department be allowed to construct the storage shed with the cost not to exceed \$10,000. Don Perez seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was the tax levy. JoAnn presented the Committee with two scenarios and an option to raise the Library's rate. Scenario One would move all of garbage \$8,898 to Parks and put of 5 percent upcharge to Police. This would be an additional \$12,259 for Police. Scenario Two would move all of garbage \$8,898 to Parks and put all of 5 percent upcharge to Parks. This would be an additional \$12,259 to Parks. The Library could be raised by \$1,421 independent of the other funds. After some discussion, it was decided to not do anything with the Library's rate at this time. Judy Smith made a motion to recommend Scenario One to Council. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The fifth item on the agenda was the risk management presentations. Jim Closson from IMLRMA, Representatives from IPRF & Travelers, and Representatives from ICRMT addressed the Committee. See the table on the next page. After listening to all the presentations, Judy Smith made a motion to

recommend to Council that the City go with ICRMT for risk management insurance. Jason Edwards seconded the motion. After a voice vote, all were found in favor. Don Perez abstained.

Risk Management Insurance Comparison			
	IMLRMA	IPRF & Travelers	ICRMT
Work comp	\$76,576.50	\$60781.00	\$68327.00
Auto Liability	\$53,496.63	\$9,195.00	INCL
Portable Equipment	\$1,594.89	\$4,000.00	INCL
Auto Physical Damage	\$3,925.35	\$2,753.00	INCL
Property	\$47,214.09	\$90,164.00	\$99,051.00
	\$182,807.46	\$166,893.00	\$167,378.00
DEDUCTABLES			
General Liability	Zero	ZERO	\$1,000.00
Law Enforcement	Zero	\$7,500.00	\$5,000.00
Public Officials	Zero	\$5,000.00	\$5000.00
Employment Practices Liability	Zero	\$7,500.00	\$5000.00
Excess Liability	Zero	N/A	N/A
Equipment	\$500.00	\$1,000.00	\$1,000.00
Vehicle-Comprehensive	\$500.00	\$1,000.00	\$1,000.00
Vehicle – Collision	\$500.00	\$1,000.00	\$1,000.00
Coverages per Claim			
General Liability Notes	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00
Excess Liability	\$7,000,000.00	\$7,000,000.00	\$10,000,000.00
Public Officials Liability	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00
Public Officials Liability Excess	\$1,500,000.00	\$7,000,000.00	\$10,000,000.00
Employment Practices Liability (EPLI)	\$1,000,000.00	\$1,000,000.00	\$1,000,000.00
Employment Practices Liability (EPLI) Excess	\$1,500,000.00	\$7,000,000.00	\$10,000,000.00
Volunteers (Workman’s Comp)	Liability Only	Included	Included
FOIA	No Coverage	Included	Included
Special Events	For a Fee	Optional	Included

There was no old business.

There was no new business.

There were no other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:49 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## November 28, 2016

The meeting was called to order by Chairman Jason Edwards on Monday, November 28, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Kent Newkirk, Brenda Johnson, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the November 14, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the tax levy. JoAnn stated that the Library does not want to raise its amount on the tax levy. JoAnn added that she would have the tax levy ready for the next Council meeting. No motions were made.

The second item on the agenda was the donation for Carlyle Lake's 50<sup>th</sup> anniversary celebration. JoAnn stated that this is actually an approval of an amount/expenditure instead of a donation. The Corps will be paying for the stage, lighting, and sound. The bands will cost \$30,450. Excel Bottling will be donating \$7,000. The event will be on Corps property on the boat ramp. No alcohol will be sold. After some discussion, Jason Edwards made a motion to recommend that Council donate up to \$7,500 to Carlyle Lake's 50<sup>th</sup> anniversary celebration. This amount will include paying for hotel rooms for the bands. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was the revolving loan fund for Jonathan Chandler. JoAnn stated that the revolving loan fund is no longer a restricted fund. Fund 36 has \$714,000 in it. In the past, the City has charged three percent interest and the loan was for no longer than 10 years. JoAnn added that the money can now be used for anything. Jonathan Chandler has been operating a business out of his home. This has been causing issues with his neighbors. Chandler has located a building for his business and wants to borrow \$55,000 from the City's revolving loan fund to purchase the building. Chandler's business consists of repairing and refurbishing machine tools. JoAnn explained that if the City would loan Chandler the money to purchase the building, the City will place a lien against the building and Chandler must pay for the building's appraisal and the closing costs. After some discussion, Judy Smith made a motion to recommend to Council that the City loan Jonathan Chandler \$55,000 from the revolving loan fund at a rate of three percent interest for 10 years. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

There was no old business.

The fourth item on the agenda was new business. Brenda Johnson asked why Jonathan Chandler's request for revolving loan funds was not brought to the EDC. Both Kent Newkirk and Judy Smith agreed that this was an item that the Finance Committee should address, not the EDC. Judy stated that she would like the Finance Committee to meet with JoAnn and Joe Heiligenstein to set guidelines for the revolving loan fund.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting adjourned at 6:30 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## December 12, 2016

The meeting was called to order by Chairman Jason Edwards on Monday, December 12, 2016 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included JoAnn Hollenkamp and Martha Reinkensmeyer.

After reviewing the minutes from the November 28, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. After reviewing the claims, Judy Smith made a motion to approve the claims. Don Perez seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was the ordinance for the tax levy. JoAnn stated that what previously went to garbage will now go to Parks and a five percent upcharge will go to Police. The Library Board chose not to increase its amount. Jason Edwards made a motion to recommend the tax levy to Council. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was the ordinance for the Revolving Loan Fund for Jonathan Chandler. JoAnn stated that Rachel Reinacher completed the appraisal of the property Chandler wishes to purchase. It has been appraised at \$60,000 and the loan is for \$55,000. The City will hold the promissory note and the deed on the property. Judy Smith made a motion to recommend the ordinance to Council for approval. Don Perez seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was the ordinance for the travel/meals/mileage reimbursement. JoAnn stated that this ordinance must be passed by January 1, 2017. However, it can be amended later, if necessary. The ordinance stated that \$50 per day will be allotted for food, \$250 per night for lodging, airfare will be \$1,000 round trip, and mileage will follow the IRS guidelines for mileage. Don Perez made a motion to recommend the ordinance to Council. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The fifth item on the agenda was the revised water audit. JoAnn stated that the incorrect audit was circulated to the water districts. The water districts' accountant realized that this was the wrong audit and brought it to Fred Becker's attention. The error was in the City's favor. The new water rate is 2.8868. No motions were made.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Jason Edwards seconded the motion. With all in favor, the meeting was adjourned at 6:15 p.m.

Respectfully submitted,  
Martha Reinkensmeyer