

**MINUTES OF A BUDGET WORKSHOP/SPECIAL MEETING OF THE ZION CITY COUNCIL
HELD ON TUESDAY, FEBRUARY 23, 2010, AT 11:01 A.M. IN THE CITY COUNCIL
CHAMBERS, CITY HALL, ZION, ILLINOIS**

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Mayor Harrison called the meeting to order.

On call of the roll the following answered present: Commissioners Shantal Taylor, Flammini, Jim Taylor, DeTienne and Mayor Harrison.

BUILDING PERMIT FEE SCHEDULE

Mayor Harrison recommended amending the building permit fee schedule. This change would clarify that when plans for either construction and/or demolition are submitted for large or unusual projects, the City may retain outside professionals or consultants and then charge the contractor to cover the City's costs.

It was moved by Commissioner Jim Taylor, seconded by Commissioner Flammini that an Ordinance (10-0-11) be passed amending the Zion Municipal Code of the City of Zion, as amended, Section 10-9, regarding building permit fees and plan reviews. The vote on roll call was: Commissioners Shantal Taylor, aye; Flammini, aye; Jim Taylor, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

BUDGET

Larry Pannell gave an overview of the proposed budget for Fiscal Year May 1, 2010 through April 30, 2011.

- Fund 65 Economic Development is being eliminated and incorporated into the General Fund.
- Fund 73 Cable Fund is being eliminated and incorporated into the Franchise Fee line of the General Fund.
- Fund 78 Festival of Lights has zero expenditures, and the storage costs have been placed in the Public Property budget.
- Departmental Contingent and Miscellaneous line items have been eliminated. One City Contingent fund will be placed in the Public Affairs budget.

Revenue

Commissioner Shantal Taylor stated she met with Assessor Larry Wicketts, who agreed to a 10% increase in office rent. The Council agreed to increase line item 10-00-5-00-642 to reflect a 10% increase in the Assessor Office Rental.

Mr. Pannell proposed introducing a new system for Vehicle Licenses in the fall. The Council agreed to further review this proposal when more detailed information is available.

Commissioner Flammini stated 10-00-3-00-636 Property Violation Fines proposed revenue should be higher to reflect past years' revenues. Mr. Pannell stated current projections show this amount to be lower.

With proposed budgets as currently submitted, the City's starting deficit for May 1, 2010 would be \$1,392,888. Mr. Pannell stated this deficit would be increased if the City has to pay any pending or future across the board pay increases.

Clerk Mackey presented additional proposed revenue sources:

- Adding annual entertainment licensing – for ongoing activities and events for the general public held at a single location throughout the year
- Adding entertainment single event licensing – for single events for the general public of 4 consecutive days or less
- Increasing liquor license fees for hotel and banquet facility categories
- Adding liquor license classification for stadiums – adding a license class and criteria for consumption of liquor upon the premises of a stadium
- Adding liquor license classification for plazas and businesses over 15,000 square feet

The Council agreed to review the materials regarding the annual and daily entertainment licensing, including a structure for license fees, and to bring this item back at a future meeting.

The Council agreed to consider 1) increasing liquor license fees for hotels and banquet facilities, and 2) adding liquor license criteria for stadiums, and to place this item on the next regular Council meeting.

After considerable discussion regarding criteria for liquor licenses for plazas, the Council agreed to the following:

- Conducting a public hearing on March 23 at 7:00 p.m. at City Hall to discuss this issue, and
- Having this hearing videotaped for individuals unable to attend.

Public Affairs

10-01-1-02-140 – Memberships: Deletion of National, State and County Clerks' memberships: \$315

10-01-2-02-150 – Attorney Fees: Mayor Harrison stated he met with the City's legal firm with the goal of reducing next year's legal fees by 50%. Mayor Harrison stated the legal firm also agreed to reduce legal fees by 25% for the balance of the current fiscal year.

10-01-4-02-960 – Grants to Other Agencies: There has been no money placed in this line item for next year, and the Council agreed that agencies and entities should be informed as soon as possible to adjust their own budgets.

Accounts & Finance Department

Mr. Pannell stated he plans to address the cost of Vehicle Stickers later this year, wherein there could be a cost saving by implementing a program placing this fee directly on the water bill.

Mr. Pannell recommended ADP Payroll Processing, establishing a better pay system, quarterly Federal and State filing, online W-2s, and direct deposit for all employees.

All memberships, travel and conferences and training have been eliminated from Accounts and Finance.

Economic Development

Delaine Rogers noted all Economic Development funds, including Fund 65 and TIF, have been placed in one fund.

Under the Lake County/Illinois Convention & Visitors Bureau, advertising for Summer Spaces and Festive Spaces has been eliminated.

The Council questioned why the departmental line items for hospitalization and workers compensation costs couldn't be placed in one fund. Mayor Harrison stated it would be easier to see the year-to-year trends with one fund for each of these costs. Commissioner Flammini suggested placing these items in one fund with a break out per department.

CLOSED SESSION

It was moved by Commissioner Shantal Taylor, seconded by Commissioner Jim Taylor that the Council recess to Closed Session at 1:47 p.m. to discuss personnel. The vote on roll call was: Commissioners Shantal Taylor, aye; Flammini, aye; Jim Taylor, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

It was moved by Commissioner Shantal Taylor, seconded by Commissioner DeTienne to reconvene the Special Council meeting at 2:22 p.m. with all members present. The vote on roll call was: Commissioners Shantal Taylor, aye; Flammini, aye; Jim Taylor, aye; DeTienne, aye; and Mayor Harrison, aye. Motion carried.

ADJOURN

There being no further business to come before the Council at this time, it was moved by Commissioner Jim Taylor, seconded by Commissioner Shantal Taylor and unanimously approved the meeting be adjourned at 2:24 p.m. Motion carried.

City Clerk