

**Agenda
City of Salem
Regular City Council Meeting
April 4, 2016
6:00 p.m.**

- I., Call to Order – 6:00 pm**
- II. Prayer and Pledge of Allegiance**
- III. Presentation of Petitions/Public Comments**
- IV. Mayor’s Report and Presentations**
 - 1. Sexual Assault Awareness, Child Abuse Prevention Month
- V. City Council Action**
 - 1. Consent Agenda
 - a. Approval of Minutes – March 21, 2016
 - 2. Presentation of fF&17 Budget – Part 2
 - 3. Discussion – Suggestion to Offer Bryan Home to Federal Government
- VI. City Manager Report**
- Vii. City Attorney Report**
- VIII. Finance Director Report**
- IX. City Council Report**
- X. Adjournment**

Bill Gruen
City Manager

**MINUTES
CITY OF SALEM
REGULAR CITY COUNCIL MEETING
April 4, 2016 - 6:00 PM**

- I. CALL TO ORDER**

The regular April 4, 2016 meeting of the City Council was convened at 6:00 p.m., and called to order by Mayor Rex Barbee.

Council members present:
Councilman Nic Farley
Councilman Craig Morton
Mayor Rex Barbee

Council members absent:
Councilman Jim Baity
Councilwoman Sue Morgan

Others present:

City Manager Bill Gruen	City Attorney Mike Jones
City Clerk Bev Quinn	Finance Director Ben Stratemeyer
Public Works Director John Pruden	Assistant Public Works Director Annette Brushwitz
Chief of Police Sean Reynolds	Deputy Chief of Police Susan Miller
Code Enforcement Officer Brian Hunt	Economic Development Director Jeanne Gustafson
Animal Control Officer Paul Wimberly	Members of the Media and Public
Library Director Kim Keller	
- II. PRAYER AND PLEDGE OF ALLEGIANCE**

Opening prayer was given by Mayor Barbee, followed by the Pledge of Allegiance to the Flag.
- III. PRESENTATION OF PETITIONS/PUBLIC COMMENTS – None.**
- IV. MAYOR’S REPORT AND PRESENTATIONS**
 - 1. Proclamation – Sexual Assault Awareness, Child Abuse Prevention Month**

Mayor Barbee provided a summary of the proclamation, and invited Pam Bird of SAFE to address those present. Ms. Bird indicated their organization offers a variety of free services to victims of sexual assault and child abuse, regardless of age, race, sex, or sexual orientation. Also present was Maria Basurg, who has been counseling victims for 18 years. Mayor Barbee thanked them for the work they do.
 - 2. Dog Park –** Mayor Barbee commended John Pruden, Annette Brushwitz, and the public works department for their efforts at the dog park. Mayor Barbee indicated it is looking good, and people are using it.

V. **CITY COUNCIL ACTION**

1. **Consent Agenda**

- a. Approval of Minutes – March 21, 2016

Motion was made by Councilman Farley and seconded by Councilman Morton to approve the Minutes of March 21, 2016, as presented. Roll call vote: Councilman Farley, Councilman Morton, Mayor Barbee. NAYS: None. Motion carried.

2. **Presentation o FY17 Budget – Part 2**

(Postponed until after Agenda Item #3, with the consensus of the Council.)

3. **Discussion – Suggestion to Offer Bryan Home to Federal Government**

City Manager Gruen indicated he was approached by Mark Decker of the Historical Commission about a week ago, to discuss the possibility of offering the Bryan Home to the Federal Government. Mr. Gruen indicated he invited Mr. Decker to address Council tonight. City Manager Gruen added that Assistant Public Works Director Annette Brushwitz did a good job of supervising the replacement of the Bryan Home roof and the public works guys did a good job of replacing some rotting wood and painting the front porch. Additional repairs needed include window replacement, which can be very expensive.

Mr. Decker indicated the Historical Commission had asked him to speak to the local Representative regarding the possibility of donating the Bryan Home to the Federal government. Mr. Decker indicated he contacted the Historical Preservation Office in Oregon, and they would be the ones to recommend acceptance of the home by the Federal government. During his research, Mr. Decker discovered that the Historical Commission had approached the Federal Government once before, in 1981, and he is not sure why it was rejected. Mr. Decker indicated this would be a tough sell, as it would be the only building in Illinois run by the Federal government, other than the Abraham Lincoln Home and the Cahokia Mounds.

Mr. Decker indicated he has long thought the Home was an untapped resource, and he would like it to become a tourist site. If the State were to take this over, it could mean that the Site Manager at Vandalia would be available to do some repairs and/or weekly yard work and there would be a great deal of marketing made available. It could also facilitate being placed on the “Looking for Lincoln” project map.

Councilman Farley asked if the Historical Commission has current estimates for needed repairs and improvements. Mr. Decker said they did not, but that historically accurate repairs can be very expensive. Mr. Decker added that tonight’s discussion is less about the cost, and more about whether or not the City would want to transfer ownership to a group who would be able to preserve and maintain the building like it should be maintained. Mayor Barbee asked Mr. Decker if he would look into other facilities whose ownerships have been transferred to the State or Federal governments, and what issues they encountered. Mr. Decker indicated he would, and added that he just wanted City Council to know what the Historical Commission was checking into.

2. **Presentation of FY17 Budget – Part 2**

City Manager Gruen presented “Part 2” of the FY17 budget proposal, as follows:

FY17 Budget Review



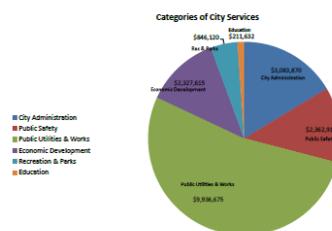
FY17 General Fund budget totals \$5,961,563.

- ✓ Increase of \$21,137 or 0.36%
- ✓ Would be a decrease of \$18,863 or - 0.32% without financing a new squad car for PD.

All City budgets total \$18,768,831.

- ✓ Decrease of \$83,628 or - 0.44%.

FY17 Budget Review



FY17 Budget Review



Notes & Analysis

- This “half” of the budget to be discussed covers non-General Fund portions of the City budget. General Fund dollars **are** used to help balance some of these budgets, but they aren’t always the primary source of revenues for these budgets.

FY17 Budget Review



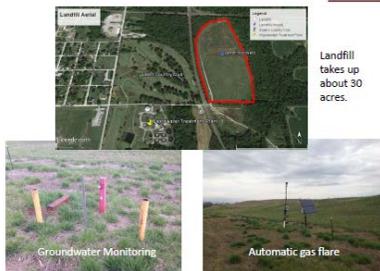
Garbage Budget Overview – Fund 03

- ❑ \$610,221 - \$1,346 or -0.22%
- ❑ Overview of Garbage Budget revenues

Source	Amount
Property tax	\$48,332
Garbage & Leaf vac fees	505,000
Financial assurance	100,000
Other	3,450
TOTAL	656,782

**NOTE: Feb 2016 Garbage Fund balance is -\$72,792.

FY17 Budget Review



Landfill takes up about 90 acres.

FY17 Budget Review



Parks Budget Overview – Fund 04 cont'd

- ❑ \$7,500 tractor-mounted leaf blower
- ❑ \$16,875 tennis and basketball court repaint
- ❑ \$88,760 DNR grant Bryan Park trail project
- ❑ \$10,000 UP grant for boat dock at reservoir
- ❑ \$2,000 Elks grant for handicapped accessible project

FY17 Budget Review



Recreation Budget Overview – Fund 08 cont'd

- ❑ Saves at least \$35,725 not transferred from General Fund
- ❑ \$23,385 City contribution to YMCA for Jed Casburn
- ❑ \$4,000 Family Day in the Park
- ❑ \$3,000 Christmas Events
- ❑ \$9,000 Support persons (umpires, refs, etc)

FY17 Budget Review



Recreation Budget Overview – Fund 08

- ❑ \$80,900 - \$32,200 or -28.47%
- ❑ Overview of Recreation Budget revenues

Source	Amount
Property tax	\$58,105
General Fund transfer	0
Men's softball	6,500
Soccer	9,500
Women's & Co-rec volleyball	5,000
All other	1,795
TOTAL	80,900

FY17 Budget Review



Quick overview of some budgets...

- ❑ **DOEM** \$37,404 +\$295 or 0.79% (\$28,405 from Gen Fund)
- ❑ **Veterans' Memorial** \$900 +\$400 or 80% (for flags)
- ❑ **Working Cash** \$400,000 (money lent back and forth between Gen Fund, re a loan to SBIC for #7 Carpenter Drive). Interest is paid to 01-4313-01 (\$18,450)

FY17 Budget Review



Garbage Budget Overview – Fund 03 cont'd

- ❑ Largest Garbage Budget expenses include:
 - \$309,155 → garbage contract with DBS
 - \$86,000 → professional services at Landfill, testing
 - \$100,000 → financial assurance for Landfill
 - \$47,300 → leaf vac expenses
 - \$12,700 → Keep Salem Beautiful recycling subsidy
 - No employees in Garbage budget

FY17 Budget Review



Parks Budget Overview – Fund 04

- ❑ \$308,777 +\$18,730 or +6.46%
- ❑ Overview of Park Budget revenues

Source	Amount
Property Tax	\$45,433
PPRT	\$28,000
DNR Trail Grant	\$87,160
UP and Elks grants	\$12,000
Transfer from Gen Fund	\$135,289 + \$7,552 or 5.91%
Other	\$895
TOTAL	\$308,777

FY17 Budget Review



Library Budgets Overview – Funds 6 & 7

Property taxes are paid to City and passed through to Library. PPRT and General Fund dollars supplement the Library budget.

	Fund 06	Fund 07
Property Tax Operation	\$118,388	\$0
Property Tax Building	9,180	0
PPRT	15,341	1,000
Gen Fund Transfer	50,000	0
Property Tax IMRF	0	10,000
Property Tax Soc Security	0	7,723
TOTAL	192,909	18,723

FY17 Budget Review



Motor Fuel Tax Budget Overview – Fund 09

- ❑ \$208,100 + \$25,900 or + 14.22%
- ❑ Overview of MFT revenues

Source	Amount
Motor Fuel Tax	178,800
Interest on Investments	300
Use of Fund 09 Reserve	29,000
TOTAL	208,100

** NOTE: Fund 09 has balance of \$794,667 as of Feb 2016

FY17 Budget Review



Motor Fuel Tax Budget Overview – Fund 09

- ❑ \$208,100 + \$25,900 or + 14.22%
- ❑ Overview of MFT revenues

Source	Amount
Motor Fuel Tax	178,800
Interest on Investments	300
Use of Fund 09 Reserve	29,000
TOTAL	208,100

** NOTE: Fund 09 has balance of \$794,667 as of Feb 2016

FY17 Budget Review



Water/Sewer Budgets Overview – Fund 16

☐ Overview of Water/Sewer Budget revenues

Source	Amount
Water Sales	\$1,500,000
Sewer Sales	1,030,000
All other	63,383
Reserve	140,524
TOTAL	2,733,907

**NOTE: Feb 2016 Fund Balance = \$2.660 million

FY17 Budget Review



TIFs and RLF Overview – Funds 11, 21, 26

Source	Downtown TIF	TIF #2	RLF
TIF "Increment"	\$61,000	\$155,872	\$0
Loan Repayments	33,473	0	31,410
Reserve	285,342	336,008	1,222,990
Other	0	30	1,200
TOTAL	379,815	491,910	1,255,600

**NOTE: City traditionally budgets both reserve balances and all projected, new dollars to be collected in fiscal year.

FY17 Budget Review



Water/Sewer Budgets Overview – Fund 16 cont'd

Department	FY16 Budget	FY17 Budget	\$ Change	% Change
Gen & Personnel	\$888,558	\$944,617	\$56,059	6.31%
Water Treatment	821,730	692,695	(\$129,035)	-15.70
System Maintenance	515,240	516,665	1,425	0.28
Wastewater	447,880	455,470	7,590	1.69
Raw Water	33,800	39,280	5,480	16.21
Bonds	85,180	85,180	0	0.00
TOTAL	2,792,388	2,733,907	(58,481)	(2.09)

FY17 Budget Review



Water/Sewer Budgets Overview – Fund 16 cont'd

- ☐ \$44,600 New pickup truck (\$21,000); two metering pumps (\$7,200); chlorine analyzer (\$8,100); carbon feed system (\$8,300)
- ☐ \$20,000 Maintenance items recommended by engineer
- ☐ \$17,700 Various repairs in lieu of purchase of a new sewer jet
- ☐ \$100,000 Year two of AMR meter upgrades
- ☐ \$23,000 SCADA system upgrade at Wastewater Treatment Plant
- ☐ \$15,000 Intake screen project at Carlyle Lake

FY17 Budget Review



Water/Sewer Budgets Overview – Fund 16 cont'd

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FY17 Budget Review

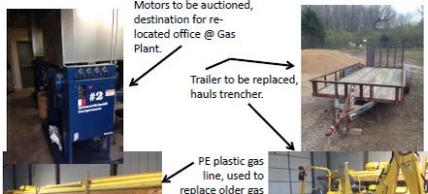


Sewer jet

Truck to be auctioned, Water Dept pickup to be "handed down" for use for Pub Works.

SCADA is a system of monitoring and control of plant functions from central location.

FY17 Budget Review



Motors to be auctioned, destination for re-located office @ Gas Plant.

Trailer to be replaced, hauls trencher.

PE plastic gas line, used to replace older gas

FY17 Budget Review



Gas Budget Overview – Fund 17

☐ Overview of Gas Budget revenues

Source	Amount
Gas Sales & Meter Charge	\$3,020,000
Gas Tax	66,800
Interest on Invest & Fund 18 Repay	95,000
All Other	17,200
Reserve	229,580
TOTAL	3,428,580

**NOTE: Feb 2016 Fund Balance = \$3.099 million

FY17 Budget Review



Gas Budget Overview – Fund 17

- ☐ \$22,000 Work related to window, roof, and other work related to creation of an office at Gas Plant.
- ☐ \$8,800 Gas line locator (\$3,550); new trailer that hauls trencher (\$5,250)
- ☐ \$100,000 Year two of AMR meter upgrades
- ☐ \$36,000 Regulator stations at North Miller, Hawthorn & Meadow Lane, and Mills Cart & Roddy.
- ☐ \$303,900 Gas line replacement planned for Lovell, Boone, North Lincoln, Westgate.

FY17 Budget Review



Gas regulator station at Hawthorn & Meadow Lane, scheduled for a rebuild. The regulator stations serve to dial down gas pressure in system on its route to in-home use.

FY17 Budget Review



1/2-Cent Sales Tax Budget Overview – Fund 18

☐ Overview of 1/2-cent sales tax budget revenues

Source	Amount
1/2-cent sales tax #1	\$686,500
1/2-cent sales tax #2	686,500
Interest on Investment	10,000
Reserve	624,522
TOTAL	2,007,522

**NOTE: (1) Includes \$554,400 in spillover spending from FY16; (2) Feb 2016 Fund Balance = \$2.328 million

FY17 Budget Review



1/2-cent sales tax – Fund 18, cont'd

Project	Amount
Surface N College & Spillway	\$189,589
Lakewood/Pinetree water line, IL grant currently on hold	44,600
Bob White & Lakeview Sanitary Sewer	320,200
TOTAL FY16 spillover spending →	554,389
North Illinois Street resurface, Boone to Hawthorne	\$47,080
North Indiana Street resurface, Main to Boone	144,143
East Lake Street resurface, Broadway to Marion	84,410
Water towers cleaning, @ Industrial Park	20,000
Water line replacement, Illinois to College	247,800
West Schwartz sewer replacement	41,300
New sidewalk North Rotan, Boone to Seneff	50,300
Baldrige/Mills Cart connection	60,000
	695,033

FY17 Budget Review



FY17 Budget Review



E Lake & N Indiana may be considered for overlay. The budget sets amount that may be spent, not necessarily which streets are completed.



North Indiana Street



North part of Indiana is oil & chip



New sidewalk proposed for west side of Rotan Street, between Boone and Seneff, seen here would travel towards SCHS.

FY17 Budget Review



Video Gaming Budget Overview – Fund 20

Source/Use	Amount
New video gaming revenues	\$96,000
Old video gaming revenues	70,000
TOTAL	166,000
Grant match projects	\$126,000
Community Center Exec Director	25,000
Boat Dock UP Grant Match	10,000
Bryan Statue cleaning	5,000
TOTAL	166,000

FY17 Budget Review



UDAG – Fund 22

This budget currently has no appropriation. It hasn't had any appropriation for several years.

Salem has received approval to use UDAG for demolition in support of low-to moderate income neighborhoods of Salem.

It is recommended we put the \$45,961 that is currently in UDAG in this budget.

FY17 Budget Review



What's next?

- City budget is available for public inspection.
- We will provide public notice of a hearing to take place at 5:45 pm on Monday, April 18, as is past practice.
- Between now and April 18, budget will be edited to account for Police Dept AEDs and retention of architect to assist with planning for City Hall façade repair. Plenty of time for other edits suggested by the City Council or others.
- April 18 public hearing and second reading approval of FY17 budget.

- VI. **CITY MANAGERS REPORT** – None.
- VII. **CITY ATTORNEY REPORT** – None.
- VIII. **FINANCE DIRECTOR REPORT** – None.

IX. **CITY COUNCIL REPORT**

Councilman Farley indicated he is happy to see the dog park being developed. Mayor Barbee added that the Lion's Club wants to plant two shade trees in the dog park. Public Works Director John Pruden indicated the best choices would be White or Red Oak, placed in the middle of the park. Councilman Farley indicated he would like to see what the costs are so far, as the repainting of the former dugouts would be a good improvement. Councilman Farley added that last weekend he counted 15-20 dogs in the park on several days and 12 dogs in the park on Sunday. Usage is exceeding his expectations.

Councilman Morton asked if the traffic signals have been synchronized by IDOT, as they indicated it would be done by the end of March. Mr. Pruden indicated he believes they have been synchronized.

X. **EXECUTIVE SESSION – 5 ILCS 120/2 (c)(11) - Litigation**

Motion was made by Councilman Morton and seconded by Councilman Farley to enter into executive session at 7:25 p.m. for the purpose of discussing Litigation. Roll call vote: AYES: Councilman Farley, Councilman Morton, Mayor Barbee. NAYS: None. Motion carried.

Return to open session at 8:00 p.m.

VI. **ADJOURNMENT**

As there was no further business to discuss, ***motion was made by Councilman Farley and seconded by Councilman Morton to adjourn the meeting at 8:00 pm. Roll call vote: AYES: Councilman Farley, Councilman Morton, Mayor Barbee. NAYS: None. Motion carried.***

Bev Quinn, CMC
City Clerk

Minutes approved: _____