



VILLAGE OF WINNEBAGO

FINANCE COMMITTEE MEETING MINUTES

Thursday, May 04, 2023 at 5:30 PM

108 West Main Street and Virtually

To access meeting from any device: <https://global.gotomeeting.com/join/582766925>

Or by (Toll Free): 1 877 309 2073 | Access Code: 582-766-925

1. CALL TO ORDER

The meeting was called to order at 5:31PM

PRESENT: Jeremy Graham, Julie O'Rourke

ABSENT: Drew Pearson

GUESTS: Jason Ackerman, Treasurer Sally Bennett

2. PUBLIC COMMENT

None

3. DISCLOSURE OF ANY CONFLICT OF INTEREST

None

4. APPROVAL OF MINUTES

a. Minutes from April 12, 2023

Motion made by O'Rourke, Seconded by Graham.

Voting Yea: Graham, O'Rourke

5. DISCUSSION

a. Budget 2023

Treasurer Bennett stated that in voiding some long outstanding checks to be re-issued, those checks needed to go through the current budget, rather than the original budget from the original check. This will not affect the accounting side of the budget.

Treasurer Bennett mentioned that the 2022 audit is scheduled for the week of 5/15, and that the pre-audit process has already begun.

b. Aging/Write-Off Review- IDROP & Water Bill Delinquency

The aging report was discussed by the Committee.

c. Bank Reconciliation Review – April

Not Discussed

d. Credit Card Review - April

Treasurer Bennett noted that the Committee would be reviewing the March statement, not April. The March credit card bill was reviewed and explained by Treasurer Bennett; there were no major concerns.

e. Software Upgrades

i. Transition from postcard bill

ii. Credit Card Fees

Treasurer Bennett started prepping a timeline of events for President Eubank to be put in the letter as discussed at prior meetings. The letter, involving the website payment and the transition from the postcard bill, is planned to be to President Eubank for review by the following week. Trustee Graham questioned if the Committee needs to involve Attorney Gaziano since the Village is trying to comply with mandates but Tyler Technologies is making it impossible to do, to which Treasurer Bennett recommended starting with the letter from President Eubank and then escalating if necessary.

i. Transition from postcard bill

There are no new updates at this time.

ii. Credit Card Fees

There are no new updates at this time.

f. Grant Updates

Trustee O'Rourke stated that the budget for body cameras is at \$160,000. At the time the budget was created, we were under the impression that the grant would cover the total cost of the cameras. The Police committee decided to go with the Motorola quote of \$91,500 to be paid over 5 years for the equipment, hardware, and updates. The body camera grant that we applied for is paid piecemeal, but we expect to receive enough grant money to cover the first year initially.

The Geospatial Grant was approved and is moving forward.

g. ARPA Funds for Police

There are currently no allocations for the ARPA funds, but Trustee O'Rourke noted that there is a need within the police department. Trustee O'Rourke stated that since adding additional members to the police force, they are now needing to look at patrol vehicles and had Sergeant Haff put together lists of schedules, shifts, vehicle usage during shifts, etc. to which Trustee O'Rourke questioned if it is customary for the

Sergeant and Chief to bring vehicles home as they currently do. Trustee Graham asked if rotating cars would be possible. Trustee Ackerman asked Trustee O'Rourke how much of the ARPA funds she would want to allocate to the police, to which she responded approximately \$135,000. Trustee Ackerman stated that he would like to use some of the funds for a splash pad in Memorial Park as had previously been discussed. Trustee O'Rourke questioned if the Village is currently positioned to pay off the water debt, to which Treasurer Bennett stated that the water rates are based on the water debt. Treasurer Graham mentioned that the ARPA funds would be a good agenda item for the Committee of the Whole meeting and the conversation was tabled for the time being.

6. NEW BUSINESS

None

7. EXECUTIVE SESSION

N/A

8. NEXT MEETING DATE

Wednesday, June 14, 2023 at 5:30PM

Discussed getting on a regular schedule.

9. ITEMS FOR BOARD AGENDA

Bring forward whether the Board meeting could be moved to the third Monday of every month, rather than the second Monday of every month.

10. ADJOURNMENT

Motion made by O'Rourke, Seconded by Graham.

Voting Yea: Graham, O'Rourke

Meeting adjourned at 6:16PM

APPROVED: 07/19/2023

Jeremy Graham, Chairman