

MINUTES OF THE ADMINISTRATIVE SERVICE BOARD  
CITY OF GENESEO, HENRY COUNTY, ILLINOIS  
JANUARY 25, 2010

ROLL CALL:

The Administrative Service Board met Monday, January 25, 2010 at City Council Chambers, 115 South Oakwood Avenue. Chairman Curt Spensley called the meeting to order at 6:00 p.m. Answering roll call were Mayor Eberhardt, Lowell Ewert, Chairman Spensley, Linda VanDerLeest, and Terry Blackert. Also in attendance were Ed Deener, Bob Wachtel, City Administrator Teresa Savage, Brian Stahl, FFA members, and numerous audience members.

AUDIENCE REQUESTS:

There were no audience requests.

MINUTES:

Motion by Ewert, second by VanDerLeest to approve the minutes of the December 21, 2009 meeting.  
Voice vote: All ayes, motion carried.

GENESEO HIGH SCHOOL FFA:

The "Ag Issues" Team presented their competition presentation on urbanization.

BUDGET/BILLS:

Motion by VanDerLeest, second by Eberhardt to accept the budgetary report for December 2009.  
Voice vote: All ayes, motion carried.

CEMETERY TRUST FUNDS:

No action taken.

TREASURER'S REPORT:

No action taken.

CONSIDERATION OF DOWNTOWN INCENTIVE APPLICATION FROM GENESEO HOME FURNISHINGS:

Motion by Eberhardt, second by Ewert to approve Geneseo Home Furnishings request for assistance through the Downtown Incentive Program, Items 18a. and 18c.:  
Voice Vote: all ayes, motion carried.

CONSIDERATION OF AN ORDINANCE AMENDING APPENDIX A OF CHAPTER 151, TITLE XV, REFERRED TO AS THE BUILDING CODE FOR THE CITY OF GENESEO:

Savage directed attention to the proposed ordinance amending the Building Code. The ordinance currently in effect states that all permit fees are to be paid, but may be refunded with approval of the Community Service Board. The standard practice has become for taxing entities and non-profits to request a waiver, not pay the fee, and the permit fee revenue never reflects the permits issued. The revenue not booked so far in FY2010 is approximately \$8000, and an additional \$7500 was lost in the last quarter of FY 2009 from St. Malachy's expansion project. Additionally, the building permit fees have not been revised in over ten years and are substantially below fee rates in the Quad Cities. Discussion followed regarding the impact on organizations vs. the understatement of revenue to the City during a period of dwindling revenue. General consensus was that the City should receive the revenue to cover the expenses incurred in providing ongoing inspection services, but that a refund equal to a percentage discount could be offered, with approval by Council rather than a board. Item (D) under I. Schedule of Fees is changed to:

"Fees for permits issued to schools, churches, or other governmental entities must be paid. However, the City Council, upon majority vote, may refund up to twenty( 20%) percent of the fee, provided a written request has been made to the Board."

Motion by VanDerLeest, second by Blackert to recommend to council approval of the amendment to the Building Code, as stated above.

Voice vote, all ayes, motion carried.

**CONSIDERATION TO WAIVE THE ELECTRICAL PERMIT FEE FOR THE GENESEO FIRE PROTECTION DISTRICT:**

There was no dollar amount included with the request for waiver, so the board was not aware of the amount being requested.

Motion by VanDerLeest, second by Eberhardt to table action until the amount of the fee waiver can be determined.

Voice vote, all ayes, motion carried.

**DISCUSSION OF CURRENT UTILITY TAX AND TELECOMMUNICATIONS TAX ORDINANCE(Ordinance 1729):**

Savage directed the Board's attention to a worksheet comparing the current revenue allocation structure to a proposed structure that would include the use of some revenue from the utility and/or telecommunication tax revenues for general fund use. Any funds so re-allocated would be replaced for capital and infrastructure needs by the local option sales tax. Savage stressed that the City Council would retain the final say on how much of the utility tax revenue would be used for general fund needs through the budget approval process, and that changing the authorizing ordinance to allow that use does not mean it will all be available. The Board was receptive to proceeding with amending the ordinance as part of the 2011 budget process; Savage will work with the City Attorney to draft the necessary amendments for action at the February meeting.

**DISCUSSION OF WINDY HILL PARK:**

At the June Administrative Service Board meeting, action on Windy Hill Park was tabled until January, so that is why it is on the agenda for this meeting. Savage explained that the Board's role in this would be to allocate funding in support of the project if it had been approved by Electric Board or City Council. The Board saw no reason to take action or re-visit the subject without a funding request.

**DISCUSSION OF VIDEO GAMING:**

Savage provided the Board members with information on Video Gaming relative to passage of the State of Illinois' Capital Bill in 2009. Some of the implementation rules from the State are still unclear, but in fairness to business owners who might wish to acquire the machines, it would be wise for the City to address the issue. There are three actions the City could take: 1) Pass an ordinance banning the machines within city limits—the City would not collect any fee revenue regulating the machines or any allocation of tax from the profits; 2) Pass an ordinance to collect the per machine fee, in which the City would collect an annual fee per machine(limited to \$25 for non-home rule municipalities); and 3) Do nothing—no fee, but the tax allocation would be collected. Motion by Spensley, second by Eberhardt to move discussion of video gaming option to City Council's February meeting.

Voice vote, all ayes, motion carried.

**ADJOURNMENT:**

Motion by Eberhardt, second by Ewert to adjourn the meeting at 7:30 p.m.

Voice Vote: all ayes, motion carried.

Respectfully submitted,

Teresa Savage

