

MINUTES OF THE WORK SESSION
CITY COUNCIL OF CREST HILL
WILL COUNTY, ILLINOIS
September 11, 2023

The September 11, 2023 City Council work session was called to order by Mayor Raymond R. Soliman at 7:00 p.m. in the Council Chambers, 20600 City Center Blvd. Crest Hill, Will County, Illinois.

The following Council members were present: Mayor Raymond Soliman, City Clerk Christine Vershay-Hall, City Treasurer Glen Conklin, Alderperson Scott Dyke, Alderperson John Vershay, Alderwoman Claudia Gazal, Alderperson Darrell Jefferson, Alderperson Tina Oberlin, Alderperson Mark Cipiti, Alderperson Nate Albert, Alderperson Joe Kubal.

Also present were: City Engineer Ron Wiedeman, City Attorney Mike Stiff, Finance Director Lisa Banovetz, Interim Employee Relations Manager Dave Strahl, Interim Management Consultant Steve Gulden.

Absent were: Assistant Public Works Director Blaine Kline, Interim Planner Maura Rigoni, Police Chief Ed Clark.

TOPIC: Open House/Ribbon Cutting Discussion

Management Consultant Steve Gulden commented that discussion was had at the last department head meeting regarding having tables for the library, fire protection district, and the park district with information and activities. He also commented that he had asked Marybel to schedule meetings with the three entities mentioned to discuss what they can provide for the open house. He stated that there will be tours at City Hall and the Police Department, along with the ribbon cutting. Steve also stated that there would be a formal invitation and a budget was set at \$7,000.00. This budget will encompass catering for finger foods, food plates and things of that nature, and a giveaway thanking people for coming to our grand opening. He mentioned the giveaway could be a magnet, keychain, or a pen for remembrance. Steve also mentioned that he has talked to Harbour Contractors, and they are willing to pay 50% of the cornerstone plaque which is usually between \$1,500.00 - \$2,000.00. This plaque will be placed in the vestibule for weather protection.

Alderwoman Gazal asked why Harbour Contractors are paying for half of the sign. Steve commented that they were the contractor here and it is usually done as a goodwill gesture. Alderwoman Gazal commented that she would like to add the two elected officials that were part of this process from the beginning. Steve commented that it is the decision of the City Council and is normally the current sitting Officials.

Treasurer Conklin commented that at the Richland School they only had the names of the officials that were in office at the groundbreaking time.

Alderperson Oberlin asked who would be giving the speeches. Steve stated that typically the mayor, State Representatives, and Contractors are the ones who would speak at the grand opening.

Alderman Cipiti asked if we have reached out to those dignitaries, so we don't have any scheduling issues. Alderwoman Gazal asked if we could send a 'save the date' to them. Steve stated we can send that and when we do, we will ask them to speak at the open house. Alderperson Oberlin asked when we say contractors, who are we referencing. Steve commented that typically you have one construction manager, but this job was a little different and if it was up to him, he would not have the contractor, or the architect speak.

Alderperson Oberlin asked if we have caterers in mind. Steve commented that he suggested Cutting Edge Catering, but we are open to any caterers. Alderman Cipiti asked if the finger foods are open to the public. Steve commented that they are for the public as well. Alderman Cipiti asked if we knew an estimate of what to typically expect and what number we are going to use. Steve commented that we had discussed two hundred and fifty people. Finance Director Banovetz commented that they were thinking 250-500 people. Steve commented 250 was decided and when we run out, we run out.

Alderman Cipiti asked who would be giving the tours. Steve commented that it would be the Police Chief Ed Clark, Deputy Chief Jason Opiola and Deputy Chief Ryan Dobczyk. He also commented while waiting for a tour there will be activities with the park district or library to do in the community area.

Alderperson Oberlin asked if anyone will be paid overtime? Steve commented that the Public Works Department and the Police Department will probably be paid overtime but that is it. There would be no overtime paid for anyone else.

Alderman Gazal commented that there is no staff needed for the city side of the building. Steve commented that no there is not. He commented that City Clerk Christine Vershay-Hall can answer questions for the Clerk's Department. Alderman Gazal commented that Director Lisa Banovetz can answer questions for the Treasurer Department, and Building Commissioner Don Seeman can answer questions for the Building Department.

Alderwoman Gazal asked what the budget would be. Steve commented that the budget was said to be \$7,000.00. Finance Director Banovetz commented that the special events budget was originally \$20,000.00 but we have spent \$1,200.00 on tents for Memorial Day and that leaves us with a budget of \$18,800.00. Alderperson Oberlin commented that you are thinking \$7,000.00 for everything on this list. Steve commented that we are going to keep it simple as possible and stay within that budget.

Alderperson Oberlin commented that the Council members will be here as well to answer any questions.

Alderwoman Gazal asked if you could let the Council know when you get the menu and prices, and what you will be ordering for giveaways. Steve commented he would, and Ada, Marybel and Lisa are looking into it.

City Clerk Christine Vershay-Hall commented that it was asked to order more calendars for giveaways since the public is always asking for them. Steve commented that sounds good. City Clerk Vershay-Hall commented that we have 150 of the calendars but we can order more to pass out at the open house.

TOPIC: Funding for Well 14 Drilling Improvement

City Engineer Ron Wiedeman commented that recently bids were opened for Well #14 which is being placed behind Menards to supply the city with additional drinking water. The project was intended to be funded by outside sources, which one was American Rescue Funds of \$500,000.00 and a DCO Grant of \$400,000.00. This is a very specialized project, and these are the contractors who do this work. He commented that the project came in at approximately \$753,000.00 which we reviewed the numbers, and everything fits in with what the market is showing currently. Engineer Wiedeman stated that it was found that the project was not budgeted in the 2024 budget, he is not sure why, but it is not budgeted. He commented that we do have money coming in, but we do not know exactly when, like all the other DCO grants coming in, where we fill out the application and wait. This project is phase one of other projects and we need to get started to keep everything else on schedule. Engineer Wiedeman commented that he has gone through a couple of his line items and the water line items and proposes that we move \$370,000.00 from fund 12-00-7640 to 12-00-7615, plus move another \$175,000.00 from 07-06-5332 to the 12-00-7615 account number and then use another \$268,000.00 of fund balance to pay for this project until we get reimbursed.

Aldersperson Oberlin commented that she can presume when the money comes in, we can replace these funds. Engineer Wiedeman commented that it would go back to the water fund.

Mayor Soliman asked if everyone is good with the suggestion from staff. There were no objections.

TOPIC: City Welcome Signs – Change Order #1 Carillon Lakes

Engineer Wiedeman commented that the property owner of the existing location at Gaylord and Weber was not cooperative with placing the sign there. We had a previous discussion regarding placing the sign on Carillon Lakes property. Carillon Lakes is allowing us to place the sign on their property with conditions such as relocating a white fence, removing a brick pillar, and adding some additional landscaping that will be destroyed to push it back. The change order is in the amount of \$11,216.50 and the project did come in under budget.

Aldersperson Oberlin asked if the landscaping mentioned was additional to what the company was already doing. Engineer Wiedeman commented that it is additional because the location where the new sign is going, in the middle of landscaping, which will need to be relocated and additional bushes will need to be installed.

Alderswoman Gazal is not in favor of moving the pillar and feels it is now in a different area. Engineer Wiedeman commented that it was a request from Carillon Lakes to get the easement. Alderman Cipiti asked if the sign can be placed where it doesn't affect their brick column and what is already there. Engineer Wiedeman stated it must be outside the County right-a-way and it would run into the white fence and affect the column. Alderman Cipiti asked if we can move the sign to a location that would be outside the restrictions of the fence or column. Alderman Kubal commented that outside the fence is Will County. Alderman Cipiti commented that he doesn't remember this work being mentioned in previous discussions.

Alderman Albert commented that he was hoping we could get the sign at the corner and can't help but wonder if we offered the property owner \$5,000.00 or \$10,000.00, that its going to cost then maybe we have that sign on the corner. Engineer Wiedeman commented that the property owner was adamant that he would not have a sign on his property. Engineer Wiedeman commented that they have offered incentives and even asked for a lease agreement, and he came back with a one-year lease, and we must remove it if he decides to sell the property which is why we went another route and approached Carillon Lakes.

Alderman Albert feels we will have an issue since the cornfield sticks out farther than the property line at Carillon Lakes and he commented that it is disappointing. Engineer Wiedeman commented that 250 feet in advance you can see that sign, but about three months of the year you will have a smaller sight distance.

Alderman Kubal commented that where the sign was originally going would be a better location, but the property owner will not allow the sign to be there.

Alderman Albert commented that we always settle and maybe someone other than the City Engineer should talk to the property owner. Alderman Cipiti commented that maybe we need to identify the history with this piece of property and make that wrong right. Engineer Wiedeman commented that the history was a handshake deal with the previous mayor to the property owners' father and the sign was never taken care of and his father has now passed away and he wants to sell the property.

Alderman Cipiti asked the City Attorney Mike Stiff if we have any right to keep the sign there since he has allowed the sign for years and it has become an agreement, just not a written agreement. Attorney Stiff commented that he would have to investigate. Mayor Soliman commented that the property owner wants the current sign removed as soon as possible.

Alderwoman Gazal asked if there is another location after Carillon Lakes. Engineer Wiedeman commented that is all unincorporated and we would have to go to private property owners and purchase an easement from them. Alderwoman Gazal commented that she is not happy with not seeing the sign three months out of the year.

Engineer Wiedeman stated that he can look at other locations, but the Council needs to be aware if we approach someone there will be additional surveying and land costs that will go with whatever offer you are making.

Alderman Albert commented that the city limits can change and right now that property is not in the city but ideally our comprehensive plan shows it is in the city. Engineer Wiedeman commented that the corner roadway is not in the city that it is in Joliet. He commented that the history of the property is that the owner did not want to be annexed to Crest Hill, this is why we go around the back of this property. Engineer Wiedeman stated that the roadway corner where the left-hand turn is all the way to Renwick is a section of roadway controlled by Joliet on both sides of the road. Alderman Albert commented that an agreement should be signed that nothing south of Renwick should be Romeoville and nothing east of Gaylord should be Joliet.

Attorney Stiff commented that he had been researching Alderman Cipiti's question regarding the sign agreement. Attorney Stiff commented that if we wanted to leave the sign as is, we can argue that the agreement is in place until the owner takes a step to revoke the sign. He stated that he does not feel we can go in and change the sign to the agreement we previously had.

Mayor Soliman commented to Engineer Wiedeman to review some other locations. Alderman Albert commented maybe someone else should talk to the property owner. Alderman Cipiti asked who else would be willing to speak to the owner. Management Consultant Steve Gulden commented that he would get with Engineer Wiedeman and strategize.

TOPIC: Borio Dr. Waterford and Gaylord Roadway Rehabilitation Project-Design Engineering Services

Engineer Ron Wiedeman commented that he has a consultant working on bid documents for next year's resurfacing project. He explained the base bid locations that are scheduled to be completed in the summer of 2024. There are bid alternate locations that are included in the contract as alternates. There is an agreement by Christopher Burke to perform all the engineering work associated and required with the project.

The cost of this project is \$39,965.00. We had budgeted \$205,000.00 in the 2024 budget for design engineering and to date, including the \$39,965.00, we have only spent \$64,615.00.

Alderman Albert asked Engineer Wiedeman if we could try and partner with our neighboring communities when doing road projects. Engineer Wiedeman commented that Gaylord Road is under Crest Hill's responsibility, not Joliet's responsibility. He commented we have been doing investigation with the attorney and are working on an IGA with Joliet to have Ingalls put into next year's capital program which is also ours. Engineer Wiedeman stated that there was a long-standing verbal agreement between Public Works Directors at Joliet and Crest Hill, that half of Gaylord was Joliet, and the other half was Crest Hills which was not true. There is a state statute stating that the municipality that is there first takes that jurisdiction. By the state statute we own to the edge of the pavement because our municipality was there first. He stated that our section of roadway is 800' north of Lake View Drive to 200' south of Renwick.

Alderman Albert asked if we are waiting to stripe Theodore Street because of the intersection improvements. Engineer Wiedeman commented that we have not done the traffic signal work and once that is done Theodore will be resurfaced from the east side to the cemetery and then restriped at that point. This project is getting ready to start and is scheduled to be completed by the middle of October, 2023.

Alderman Vershay asked if we will be taking some crown off Theodore Street. Engineer Wiedeman commented that they will be milling it out and flattening that area and then put a new surface on top.

Alderman Albert asked why City of Crest Hill does not look like it was supposed to on the digital signs. Engineer Wiedeman stated that is temporary, there will be an aluminum Crest Hill sign and it will not say City of Neighbors underneath because of spacing. The company chose, at their cost, to put these up temporarily. Alderman Albert asked if it will be backlit.

Engineer Wiedeman commented that there will be no lighting, but you could do some solar lighting if the Council would like.

Alderwoman Gazal commented that on Theodore Street from Larkin to Gaylord, that it doesn't have many benches and wonders who has approval and owns them. Engineer Wiedeman stated that he would talk to Assistant Director Blaine Kline since there is someone who has agreement rights, but they need to meet ADA standards. Treasurer Conklin commented that if you placed a cup of coffee on one of the benches it would slide off. Engineer Wiedeman commented that a few of those benches should have been removed since they are no longer bus stops, but he will talk to Public Works Assistant Director Blaine Kline.

TOPIC: Revised Dress Code Policy

The Interim Employee Relations Manager, Dave Strahl, commented that he was directed to review the dress code policy and come up with details and clarification to the existing policy. He commented that he reviewed other municipalities policies, and these revisions will give more clarification for the employees to understand so they can follow the policy as stipulated. Interim Management Consultant, Steve Gulden, commented that you only have one opportunity to make a first impression on the residents and we want to make sure our employees give a positive first impression to our residents.

Dave commented that it was an unwritten rule that Fridays were casual days, and it has become a little more casual. He stated that he has changed the policy to designated Fridays and will not be every Friday. He also stated that it would be a dress down day only before a holiday or an event. He also mentioned that collared shirts are acceptable. Dave commented that if you project an image that you know what you are talking about when you interact with people, based on your appearance, will go a long way for a credibility standpoint.

Alderman Cipiti asked what the distinction between how the current Fridays are looked at and what is being proposed. Steve commented that currently every Friday is dress down day where you can dress casual in jeans. He commented that at his former place of employment he hated casual Fridays and employees took advantage of that. He explained the revision is to make it more of a reward or something to look forward to and gave examples of how this was done at his former employment.

Attorney Stiff asked who would be designating this. Steve said typically the administrator would do that when the human resource person would come to the administrator and bring attention to what month it was with an idea, but the administrator would authorize it. Dave commented that this would involve the employees to help come up with those ideas and selections.

Alderman Cipiti commented he likes the idea to make it more special for the employees and he has noticed when he goes into an establishment and the employees are dressed in a theme it gives you a good feeling to see it. He then asked if regular Fridays would be a professional dress code. Steve commented that it would be professional dress code when it isn't a special Friday.

Steve stated that this policy will be given to the department heads and administered. He also stated that since it is being introduced you need to coach the employees instead of

reprimanding or sending them home. Steve commented that you give them a month to coach them and then after the thirty days, we can start sending them home and they don't get paid.

Alderman Gazal commented if the employee can have a month notice to know when the special Fridays will be. Steve commented that at his last place of employment they did 15-20 themed Fridays out of the 52 Fridays a year.

Alderman Vershay commented that he would like to put this on hold until we have a new full-time permanent HR person and let them handle it, so we are not changing again when a permanent HR person is here. Alderman Gazal commented that HR doesn't make changes, it is the Council that does. Alderman Oberlin commented that it is a marvelous idea and that is what we hired him to do. Alderman Gazal commented that we have an expensive building, so let's act professionally. Alderman Cipiti asked if this is about actions or dressing, what is the concern since you commented about actions. Alderman Gazal commented that someone's first impression is very important, and it is time to act professionally, you walk in, and some people look like they crawled out of bed.

Steve commented that he understands where Alderman Vershay is coming from, but he remembers coming to a staff meeting two years ago and someone wore jeans and a tie-dyed shirt and thought something must change. He feels this dress code is very similar to other municipalities.

Alderman Cipiti asked if the clothing apparel the city just purchased for each employee is the clothing apparel that is mentioned to return to the city once employment has terminated. Dave commented that if an employee leaves the city and retains the city issued apparel, they can misrepresent themselves to someone. Alderman Cipiti commented that he had thought about this when we issued the apparel and wondered if there are restrictions, where an employee can only wear it at work in the revised dress code policy. Treasurer Conklin commented that the new dress code policy discusses where not to wear city issued apparel. Alderman Cipiti asked when the current employees were given the apparel to wear, were they told at that time they would have to return them. Dave commented that we can retroactively apply that policy, and we can make that part of the exit procedure. Dave stated he would add that procedure to the policy. Alderman Cipiti asked what the ramification would be if they didn't return the apparel. Steve commented that there isn't much ramification we can have, it is more good will thing. Attorney Stiff commented that if an employee buys their own shirts and pays taxes on them, how can you say that apparel is city property, since we are not providing them. Dave suggested that we stop the policy allowing employees to purchase apparel and we start keeping inventory of the shirts and when they are not returned, he would hold the paycheck.

Alderman Jefferson asked if an employee has a uniform allowance does that include logo wear. Finance Director Lisa Banovetz commented that the uniforms provided to Public Works and Police Officers through Aramark, which are tailored and cleaned and not owned by the employees, but the uniform allowance gives them the option to buy socks, pants, or anything not branded and additional to the uniform that is not supplied.

Alderman Cipiti commented that the wording is confusing to him regarding unacceptable clothes, and he wants to be clear which article of clothing does 'not covered to mid-thigh or longer' refers to, all items or the one item preceding it. Dave commented that it is applied

to leggings or lycra/spandex clothing. Discussion followed regarding language and grammar.

Alderman Cipiti asked if the City Administrator can revise this policy at any time without the approval of the City Council. Dave commented that if something came up that needed to be clarified in the policy and more defined it could be the responsibility of the City Administrator to handle than revising the entire policy.

Alderman Cipiti commented that going forward he would like any revisions to the dress code policy in the future be initiated by the City Administrator but not their sole discretion and every revision should come to the City Council.

Attorney Stiff commented that the HR person reviews the policy twice a year and the administrator can make non-substantive changes, but substantive changes would go to the City Council. Alderman Cipiti commented we can revise that too.

Mayor Soliman asked for an informal vote. Alderman Cipiti asked if this is an informal vote with the changes to the dress code policy presented. Steve commented that we will make the change with respect to the City Administrator and any substantive change would go to the City Council. He also commented that he feels that the City Administrator should be able to allow changes that arise, for instance, if it is raining and the inspectors need to wear jeans and boots that day, but any major or permanent change be taken to the City Council.

Attorney Stiff commented that Alderman Cipiti would like clarification on the leggings wording as well.

Alderwoman Gazal asked if this will be for all departments and staff and will be reviewed with the staff. Steve stated it would be for all departments and staff and reviewed.

Alderman Cipiti asked who is the personnel officer that would enforce the policy. Steve commented that it would be the HR person. Alderwoman Gazal stated that it should be the HR person and City Administrator. Dave commented that he could change that language to read HR person and City Administrator.

Steve commented that some of the clothing enforcement can get touchy and it should be filtered from department head to HR coordinator, and then to city administrator. Alderman Cipiti commented that the department heads need to be held accountable for their employees and act on it. Steve commented that there should be coaching for the first 30 days, then after that the department head will be sent home to change without pay, and if they don't come back or dress appropriately then discipline will be issued. Alderman Cipiti feels that there needs to be language about department heads take appropriate steps if they observe an employee dressing substandard or inappropriate.

Mayor Soliman continued with the informal vote with changes:

AYES: Ald. Dyke, Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal.

NAYES: None.

ABSTAIN: Ald. Vershay

ABSENT: None.

TOPIC: Consideration of Employee Transfer Policy

Interim Employee Relations Manager commented that currently there is no employee transfer policy in the union contract or the handbook when a person moves from one job to another. This would be uniformly applied when an employee transfers positions. Dave pointed out that this would be for employees transferring into higher or lower paying positions.

Dave commented that if this is approved this would be implemented in the first payroll of October, 2023.

Alderman Cipiti asked if this is allowed with contracts currently in place with our bargaining units. Dave commented that he has researched this and there is nothing in the collective bargaining agreement regarding where employees will be placed from one position to another, it just states the process on how to transfer. A position is paid at different ranges based on the responsibilities. Dave gave an example that if you are a step two you will be a step two at the position that the employee wants to transfer to.

Alderman Albert asked if there will be any issues with Civil Service regarding the transfer policy since a list is created for a certain job and then we do an internal transfer. Dave commented that the collective bargaining agreement takes precedence over the civil service by state statute.

Steve commented that he does anticipate some grievances particularly to one individual, but we are prepared.

Alderman Cipiti asked what if one of these moves already took place and made the move from one level to another and they had a pay increase, and by us paying that higher level could mean we are already approving this. Steve commented that this was addressed in executive session already.

Treasurer Conklin stated that if an individual is paid at a higher level and the individual decides to move at a lesser level at the same step, then that individual chooses to accept that position at a lesser level. He also commented that we will not do a retroactive claw-back, but this is your new pay and if you don't want a pay cut then you need to be in a position with that rate of pay. Steve stated that moving forward from a certain date that person will be at a different rate. He also commented that he does anticipate a grievance. Alderman Albert commented, or the employee goes back to the previous position. Dave commented if that position is still open. Alderman Albert asked if that position is still open. Director Banovetz commented that there is still one open position.

Mayor Soliman asked for an informal vote:

AYES: Ald. Kubal, Cipiti, Oberlin, Gazal, Jefferson, Dyke.

NAYES: Ald. Albert, Vershay.

ABSENT: None.

TOPIC: \$897,704 Additional Contribution to the Police Pension Fund

Finance Director Lisa Banovetz stated that at the last pension meeting they attended, and they found out that we have had a short fall in the last two years in the pension. We have not lost any money, but the city gets a total amount to levy, and that amount is split between the pension fund and the general fund. She commented that we were deducting what the police were contributing which was about \$200,000.00 for what we were levying for in total. She commented that amount should have been the amount that Lauterbach gave us as an all-inclusive number. She stated that we will try and make that up now. It is basically the past two years of what the police were contributing plus what we would levy. She commented again that we did not lose any money, it was just split between the general fund and the police pension fund. As of now, that money has been put in the general fund instead of the police pension fund, which is now sitting in our PMA Investment account which has nine million dollars in there.

Director Banovetz stated that she and Treasurer Conklin want to make sure we are increasing our funding percentage to the pension overall and would like to make that payment now. She explained if we wait and levy it for next year, it will throw off our budget balance.

Treasurer Glen Conklin commented that we had reached our 80% funding level, which was a milestone for us, and Lauterbach assumed the city had decided by policy to pull back the funding amount since we hit the 80%. He also commented that they had screwed up but did not lose any money. The money that would have been paid has been in our PMA Account and the question to the Council is to allow the budget to be amended to put that money in since it was always your intention to do so.

Alderman Jefferson asked at the pension board meeting when the actuary spoke, did we just shortchange it or was it misrepresented. Treasurer Conklin stated that it was not misrepresented. We had looked at the numbers and felt we were right where we should have been and if we weren't we would have assumed we would have received a phone call and Lauterbach assumed we underpaid them because we were hitting our benchmarks of where we needed to be in 2030; and were ahead of the game.

Mayor Soliman asked if we would transfer the \$897,704, what percentage would that put us at. Treasurer Conklin commented that that is something Lauterbach would have to factor in. Mayor Soliman asked if we were already at 80%. Treasurer Conklin commented that we have been making drastic improvements. He explained that he could not tell exactly what percentage we would be since it factors in all the moving parts, but we want to be at 100% because it saves money. He commented that underfunding that pension costs the city 7% annually.

Alderman Oberlin asked what Treasurer Conklin thinks is best to do. Treasurer Conklin said it would be best to move the money from a fiscal standpoint. Steve commented that he feels to stay on track we should pay for it now.

Mayor Soliman asked for an informal vote:

AYES: Ald. Gazal, Jefferson, Vershay, Dyke, Kubal, Albert, Cipiti, Oberlin.

NAYES: None

ABSENT: None.

TOPIC: Places for Eating Tax Update

Director Banovetz commented that she had hired a software company, registered the businesses, sent out letters and made visits and this has been a labor of love. She explained that the City of Crest Hill has a total of fifty-seven (57) businesses, forty-five (45) of those have registered and paid and we have twelve (12) who we are still trying to collect from. She commented that one of the twelve is McDonald's and recently was on the phone with the cooperate office to let them know they may not continue operating without paying these taxes.

Director Banovetz commented that the ordinance states that the license may not be renewed, which could be a liquor license, and business license.

She commented that \$358,000.00 has come in from this tax and that is great. It is not hurting the businesses; the businesses are passing this on to their customers. Alderman Kubal asked what amount that tax is. Director Banovetz commented that it is 2%.

Goofy G's Ice Cream Shop was upset when they first came to Crest Hill stating this was not explained to them. Director Banovetz commented that she has talked to the Building Department to alert the new businesses coming to the city of what the taxes are and all the fees to operate in the City of Crest Hill.

Director Banovetz stated that she was told by the businesses with the slot machines that they are annual filers, which they only pay revenue annually. They will pay us in November before the license renewal process begins.

Director Banovetz asked that the Clerk's Office and the Mayor's Office verify with her that the businesses have paid their eating tax by the end of the year before renewing any licenses.

Mayor Soliman asked if a business closes their dining room and are just open as a drive-thru like McDonald's will they have to pay the tax. Director Banovetz stated that they will still have to pay the tax since they have a table at their premises, inside or outside. Alderman Albert commented that Door Dash is paying the tax and they do not have dining area.

Treasurer Conklin commented that there have been very aggressive efforts made to get businesses to comply. He commented that City Clerk Christine Vershay-Hall, Building Commissioner Don Seeman, and Director Lisa Banovetz had physically visited each non-compliant business on July 28th, 2023 to discuss registering and/or paying, letters were mailed out letting them know they will not be able to renew their license if not compliant.

Alderman Cipiti asked what other action can be taken to get the businesses in compliance other than not renewing their business license. Director Banovetz commented that they are getting interest and penalties, as well. Alderman Cipiti asked who issues the business license. Director Banovetz stated that the Clerk's Office issues the business license and the Mayor's Office issues the liquor license and she is hoping they will check with her to see before issuing a license.

It was commented that we had projected \$500,000.00 in revenue from the Places for Eating Tax, and we are close with four months left.

City Clerk Christine Vershay-Hall asked Director Banovetz if they could discuss some of the businesses on the list since they did not open until January. Director Banovetz commented that the business registers their date of opening, and the tax begins to calculate from the opening day forward. Clerk Vershay-Hall commented that they need to sit down and discuss some of the businesses opening dates.

Alderman Cipiti asked if this is part of the process for a new business when opening. Director Banovetz stated that the software company is amazing and has done most of the onboarding for her. They charged the City of Crest Hill \$6,000.00 but that is nothing to the \$358,000.00 in revenue so far. She also commented that they have been responsive and helpful with reporting.

PUBLIC COMMENTS:

There were no public comments.

MAYORS UPDATES:

There were no mayor updates.

COMMITTEE/LIAISON UPDATES:

No committee updates tonight.

ADMINISTRATOR UPDATES:

There were no administrator updates.

The meeting was adjourned at 8:55 p.m.

Approved this _____ day of _____, 2023
As presented _____
As amended _____

CHRISTINE VERSHAY-HALL, CITY CLERK

RAYMOND R. SOLIMAN, MAYOR