

**City of Belleville
Finance Committee Meeting
February 10, 2026
City Hall 101 South Illinois Street**

In Attendance:

- (A) **Finance Committee Members**
Bryan Whitaker, Alderperson
Gigi Dowling Urban, Alderperson
Kent Randle, Alderperson
Johnnie Anthony, Alderperson
Chris Rothweiler, Alderperson
Phil Elmore, Alderperson
- (B) **Guests**
Raffi Ovian, Alderperson
- (C) **Staff**
Jamie Maitret, Finance Director
Sarah Biermann, Treasurer
Mike Schaefer, Director of Maintenance

Chairman Whitaker called the meeting to order at 6:08 pm. Roll call was taken. Alderperson Kaiser was excused. Alderperson Sullivan was absent. All other committee members were present. Chairman Whitaker introduced guests. Emergency evacuation procedures were announced.

Chairman Whitaker opened public participation. There was no public participation. Public participation was closed.

Chairman Whitaker asked for a motion to approve the minutes from the December 9, 2025 meeting.

Motion

Alderperson Rothweiler made a motion to approve the minutes from December 9, 2025. Alderperson Randle seconded. All attending members voted yes. The motion passed.

Honeywell Server Upgrade

Mike Schaefer explained that Microsoft is out of updates for our current City Hall HVAC automation system, so this upgrade is needed.

Motion

Alderperson Randle made a motion to approve the proposal from Honeywell International for system upgrade to the server for the City Hall automation system, in the amount of \$34,814.20. Alderperson Elmore seconded. Roll call vote was taken. Alderpersons Dowling

Urban, Randle, Anthony, Rothweiler, Elmore, and Whitaker all voted yes. The motion passed.

Watts Contract Amendment

Jamie Maitret explained that this started with the Engineering Department coming to her to ask about adding a staple finisher into their existing machine. In the meantime, Parks & Recreation had talked to Watts about what a booklet folder/tri-fold unit would cost versus outsourcing those services. For a net cost of \$60 per month, we can move the staple finisher from the current Parks & Recreation machine to the Engineering machine, and add the booklet folder/tri-fold unit to the Parks & Recreation machine.

Motion

Aldersperson Randle made a motion to approve a contract amendment with Watts Copy Systems to add new booklet folder/tri-fold unit finisher to existing Parks & Recreation machine, at additional cost of \$60 per month. Aldersperson Dowling Urban seconded. Roll call vote was taken. Alderspersons Dowling Urban, Randle, Anthony, Rothweiler, Elmore, and Whitaker all voted yes. The motion passed.

Audit Services Extension

Jamie Maitret explained that the last time we went out for RFQs for audit firms, CJ Schlosser was the only firm to respond. Currently, it is becoming harder and harder for municipalities to find auditors as many firms are not doing audits any longer, and ones that do are increasing prices drastically, or are so booked with business that the audits are not getting done timely. CJ Schlosser has agreed to extend our agreement by 5 years. The last agreement only had yearly price increases of about 0.5%, so this year they are asking for a 10% increase the first year (about \$4,000), and 4% increases each of the other years.

Motion

Aldersperson Elmore made a motion to approve extending the agreement with CJ Schlosser & Company for audit services through fiscal year ending April 30, 2030. Aldersperson Anthony seconded. Roll call vote was taken. Alderspersons Dowling Urban, Randle, Anthony, Rothweiler, Elmore, and Whitaker all voted yes. The motion passed.

Home Rule Sales Tax Fund for FY27

Jamie Maitret explained the proposed usage of the 0.25% home rule sales tax in Fund 67 for the next fiscal year. For the past couple of years we have split the revenue approximately three ways: \$500,000 to infrastructure, \$500,000 towards the downtown parking garage, and the remainder approximately \$500,000 to extra contributions towards the police and fire pension funds. The revenues have increased significantly over the last year or so. The Mayor is recommending that for the next fiscal year we contribute \$500,000 towards the downtown parking garage, \$500,000 in extra contributions to the police and fire pension funds, and the remainder (about \$975,000) to infrastructure.

Motion

Aldersperson Rothweiler made a motion to approve the use of the 0.25% home rule sales tax in Fund 67 for the next budget year, as recommended by the Mayor and Finance Director. Aldersperson Randle seconded. Roll call vote was taken. Alderspersons Dowling Urban, Randle, Anthony, Rothweiler, Elmore, and Whitaker all voted yes. The motion passed.

Closing Parkway North Business District

Jamie Maitret explained that the notes associated with this business district have now been paid off early, so there is no need to keep the business district open any longer. Unfortunately, the State can't change a sales tax rate one way or the other except for two times a year; January 1 and July 1. If we approve the ordinance now and send it to the Illinois Department of Revenue, the 1% tax will terminate on July 1, 2026. We will try to use any funds collected between now and the final distributions of the tax for improvements to the roadway in that district.

Motion

Aldersperson Dowling Urban made a motion to approve closing the Parkway North business district, and terminating the corresponding 1% business district tax. Aldersperson Randle seconded. Roll call vote was taken. Alderspersons Dowling Urban, Randle, Anthony, Rothweiler, Elmore, and Whitaker all voted yes. The motion passed.

Opening Mt Hope Future Care Fund

Jamie Maitret stated that we have a separate fund for Walnut Hill Future Care Fund, in which funds from each burial are put away into this fund to help provide for future care of the cemetery. We would like to do the same thing for Mount Hope, but keep those funds separate from the Walnut Hill funds.

Motion

Aldersperson Anthony made a motion to approve opening the Mount Hope Future Care Fund (Fund 17) and checking account. Aldersperson Dowling Urban seconded. Roll call vote was taken. Alderspersons Dowling Urban, Randle, Anthony, Rothweiler, Elmore, and Whitaker all voted yes. The motion passed.

Closing Tourism Fund (Fund 44)

Jamie Maitret explained that we have a separate tourism accounting fund and checking account that is funded financially from 40% of the General Fund hotel/motel tax collections each month. Those collections are transferred to the Tourism fund. In the past we used these funds to reimburse the Greater Belleville Chamber of Commerce for their Tourism Director. Now that Tourism is handled by our own in-house staff, we do not have a need to move these funds each month to a separate account, but instead just keep the entire 100% of hotel/motel tax collections in the General Fund, and pay all of the expenses from the General Fund, including the Art on the Square annual contribution. Any remaining funds in the Tourism Fund will be transferred back to the General Fund upon closure. Aldersperson Anthony asked how much our annual contribution was to Art on the Square. Jamie answered that as long as she has been here, it has always been \$24,000 annually.

Motion

Aldersperson Randle made a motion to approve closing the Tourism Fund (Fund 44) and checking account by April 30, 2026 after any remaining funds are transferred to the General Fund. Aldersperson Anthony seconded. Roll call vote was taken. Alderspersons Dowling Urban, Randle, Anthony, Rothweiler, Elmore, and Whitaker all voted yes. The motion passed.

Revenue Sources

Motion to receive and file.

Motion

Alderson Elmore made a motion to receive and file the revenue sources. Alderson Randle seconded. All attending members voted yes. The motion passed.

Motion to Adjourn

Alderson Randle made a motion to adjourn at 6:25 pm. Alderson Anthony seconded. All attending members voted yes. The motion passed.