

**Finance Committee Meeting Minutes**  
**Monday December 18, 2017**  
**5:30 PM - 5:55 PM**

Present: Mark Bolander, Rosetta M. York, Larry Brooks, Robert Reisner, David Brown, Melissa Brooks & Steve Rubsam

- Reviewed audit bids from Scheffel Boyle, Certified Public Accounts, Belleville, IL and Kemper CPA Group, Robinson, IL for one or three-year contracts. Scheffel Boyle quoted one-year fee of \$21,600 for 2017- 2018 fiscal year ending April 30 and three-year contract beginning with 2017-2018 fiscal year for \$21,000, \$21,600 & \$22,200. Also, estimated cost of \$4,000 for a single audit in accordance Single Audit Act Amendments of 1996 & Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, if required.  
Kemper CPA Group quoted one-year fee of \$13,050 for 2017-2018 fiscal year ending April 30. Included in amount is audit of Annual Financial Statements; \$10,300, single audit in compliance w/Uniform Guidance (if applicable); \$2000 & examination of TIF in compliance w/ILCS; \$750. A three-year contract beginning with 2017-2018 fiscal year ending April 30 for \$11,050, \$11,425 & \$11,800. Includes audit of Financial Statements; 1st yr. \$8,300, 2nd yr. \$8,500 & 3rd yr. \$8,700. Includes single audit in compliance w/Uniform Guidance; 1st yr. \$2,000, 2nd yr. \$2,150 & 3rd yr. \$2300. Includes examination of TIF in compliance w/ILCS; 1st yr. \$750, 2nd Yr. \$775 & 3rd yr. \$800.  
After discussion, committee recommends the lowest bid proposal for a three-year audit contract from Kemper CPA Group.
- Under other Finance Committee related items, committee discussed light duty for city employees. Committee recommended after a physician recommends light duty, the department head and committee chairman must agree that light duty is available. This will apply to all departments.
- Under other Finance Committee related items, committee reviewed TIF application for 122 West Washington St. for a business sign. With requirements met, committee recommends TIF funds be allocated in amount of \$537.50.

Adjourned 5:55 PM

**Steve Rubsam**  
**Finance Committee Chairman**