THE CITY OF FAIRVIEW HEIGHTS
ADMINISTRATION COMMITTEE MINUTES
Wednesday, March 11, 2026 – 6:15 p.m.
Council Chambers, Fairview Heights City Hall, Fairview Heights, Illinois

Committee Members in attendance – Alderpersons Frank Menn, Barb Brumfield, Pat Peck and Bill Poletti

Committee Members absent: Alderperson Anthony LeFlore - Absent

Other Aldermen and Elected Officials in attendance – Mayor Mark Kupsky, Alderpersons Brenda Wagner, Jimmy Winkeler, Derrick King, Jeff Harris, Josh Frawley

Staff in attendance - City Attorney, Andrew Hoerner, Finance Director, Gina Rader, Public Works Director, John Harty, Chief of Police, Steve Johnson, Captain CJ Beyersdorfer, HR Associate Director, Becky Thompson, City Clerk Karen Kaufhold, Library Director, Jill Pfeiffer, Associate Director of IT, Chris Elliot, Parks and Recreation Director, Angie Beaston, Land Use Coordinator, Ryan Jenkins, Land Use Director, Dallas Alley - teleconf

Public Participation – None

Approval of Minutes – Wednesday, February 11, 2026
Motion: A motion to approve the minutes was made by Alderperson Peck and seconded by Alderperson Menn. **Roll Call:** Menn – Yes; LeFlore – Absent; Brumfield – Yes; Peck – Yes; Poletti – Yes. **Motion carried.**

Personnel Committee
Alderperson Barb Brumfield

Temporary Employee – Custodian
Discussion was held regarding transitioning a temporary emergency employee to a temporary employee for up to six (6) months due to staffing shortages and medical leave within the department.

A motion to approve temporary employee (custodian) for up to six (6) months by Alderperson Peck and seconded by Alderperson Menn. **Roll Call:** Menn – Yes; LeFlore – Absent; Brumfield – Yes; Peck – Yes; Poletti – Yes. **Motion carried.**

Salary Ordinance
Annual salary ordinance presented to reflect contractual increases and budgeted positions.

A motion to forward Salary Ordinance to City Council for approval by Alderperson Peck and seconded by Alderperson Poletti. **Roll Call:** Menn – Yes; LeFlore – Absent; Brumfield – Yes; Peck – Yes; Poletti – Yes. **Motion carried.**

Non-Contract Raises
Annual non-contract raises presented for consideration.

A motion to forward non-contract raises to City Council for approval by Alderperson Peck and seconded by Alderperson Poletti. **Roll Call:** Menn – Yes; LeFlore – Absent; Brumfield – Yes; Peck – Yes; Poletti – Yes. **Motion carried.**

Finance Committee
Alderperson Pat Peck, Chairman

Bill List
The Administration Committee reviewed the bill list in the amount of **$2,598,341.43.**

A motion to recommend approval of the bill list in the amount of **$2,598,341.43** to City Council by Alderperson Brumfield and seconded by Alderperson Peck. **Roll Call:** Menn – Yes; LeFlore – Absent; Brumfield – Yes; Peck – Yes; Poletti – Yes. **Motion carried.**

America 250 Celebration – Aerial Display Contract
Discussion was held regarding a contract for an aerial drone show as part of the America 250 celebration scheduled for June 27. The show will include a 200-drone customized aerial display with planning, consultation, and a synchronized soundtrack. The total cost is $30,000 and will be funded through the current Hotel/Motel budget using unused Wingfest funds. Payments will be made in phases prior to the event. The event will be held at the Municipal Complex and Township grounds, and security coordination has been completed with the Police Department. Further discussion included contract terms, vendor selection, and cancellation provisions.

A motion was made by Alderperson Poletti to forward to City Council without recommendation, pending review of the contract prior to the City Council meeting and seconded by Alderperson Brumfield. **Roll Call:** Menn – Yes; LeFlore – Absent; Brumfield – Yes; Peck – Yes; Poletti – Yes. **Motion carried.**

Bond Abatement Ordinance – Park Enhancement Project
Discussion was held regarding the abatement of taxes for the $6.8 million bond issued for park enhancement projects.

A motion was made by Alderperson Brumfield to forward to City Council with recommendation of approval and seconded by Alderperson Menn. **Roll Call:** Menn – Yes; LeFlore – Absent; Brumfield – Yes; Peck – Yes; Poletti – Yes. **Motion carried.**

City of Fairview Heights Health Insurance Renewal & Life Insurance Renewal
Discussion was held with the City's insurance broker regarding renewal rates. The initial proposed increase was approximately 25% and was negotiated down to 12.49%, resulting in an overall increase of about 11.9%. The increase is mainly due to higher claims and prescription drug costs. Other carriers were reviewed but could not meet union contract requirements, so staff recommended staying with the current provider. Based on negotiated rates and risk considerations, staff recommended remaining with the current provider.

A motion made by Alderperson Brumfield to forward to City Council with recommendation of approval for renewal of health and life insurance and seconded by Alderperson Menn. **Roll Call:** Menn – Yes; LeFlore – Absent; Brumfield – Yes; Peck – Yes; Poletti – Yes. **Motion carried.**

6:50 – 6:55 PM – Council took a 5-minute Break

BUDGET REVIEW
Discussion was held regarding the proposed Fiscal Year 2026–2027 budget. The Mayor presented the budget and thanked all department directors and staff for their work in preparing it, with special recognition given to the Finance Director and Finance Department for the time and effort required.

The Mayor noted this is his 11th budget as Mayor, 11 prepared as Treasurer, and his 33rd overall with the City. He explained that the City utilizes a line-item budget, with detailed breakdowns by department and category.

Any unspent funds at the end of the fiscal year return to their respective funds once the budget closes on April 30.

The total proposed budget is $57,400,000, which includes approximately $14 million for the REC expansion project. The budget reflects increases in health insurance, pensions, and other fixed costs, resulting in an overall increase of 6.67%. It was noted that no new personnel are included at this time. Sales tax revenues were reported as favorable, and the City continues to monitor revenues and expenditures closely. The City does not levy separate taxes for library, parks, or police pension, which was noted as a benefit to residents.

Discussion was held regarding the overall summary, including revenues and expenditures. It was clarified that the fiscal year begins May 1 and that the reported deficit reflects planned use of fund balances and project expenditures. All funds are audited annually.

CLERK'S OFFICE

The City Clerk presented the budget, noting it remains largely consistent. Travel and training expenses were reduced to essential programs, and general supplies were increased due to rising costs. Publication costs were higher in the prior year due to the development code update. No changes were made.

MAYOR'S OFFICE

The Mayor presented his budget, noting it is consistent with the prior year with a slight decrease. The budget includes salaries for elected officials, legal services, boards and commissions, and travel. It was clarified that items such as holiday cards are included under general supplies. No changes were made.

FINANCE DEPARTMENT

The Finance Department budget was presented and no changes were made.

POLICE DEPARTMENT BUDGET

Discussion was held regarding the Police Department budget. No new vehicles are requested this year. A potential future program for part-time Community Service Officers may be revisited at the six-month review. Increases are primarily related to equipment, training, and maintenance costs. No changes were made.

ADMIN BUDGET

Discussion was held regarding administrative accounts. Audit costs decreased due to changes in pension audit responsibilities. Liability insurance was increased in anticipation of potential cost increases. IT software costs increased slightly due to additional users.

The Administration budget reflects increases due to personnel and training costs. Printing and copier costs were discussed, with efforts being made to encourage electronic distribution. Cybersecurity measures and software investments were noted as essential to operations. No changes were made.

PUBLIC WORKS AND ENGINEERING

Discussion was held regarding Public Works and Engineering. The budget reflects increases primarily due to personnel and required training. Overtime and engineering costs were adjusted, and utility costs increased within the Municipal Complex budget. Alderman Frawley requested that $2,000 be added to Account #001-120-5-480-00 Supplies for riprap at the REC pond. The amount on Line I Riprap will change from $4,000 to $6,000.

VEHICLE MAINTENANCE BUDGET

The Vehicle Maintenance budget was presented, noting an increase for updated diagnostic equipment. No changes were made.

PARKS DEPARTMENT BUDGET
The Parks Department budget was discussed and no changes were made.

PUBLIC WORKS MUNICIPLE COMPLEX
The Public Works Municipal Complex was discussed and no changes were made.

LANDUSE BUDGET
The Landuse Budgets was discussed and no changes were made.

PUBLIC WORKS LIBRARY
The Public Works Library budget was discussed and no changes were made.

ESDA BUDGET
The ESDA budget was presented, noting minor increases and the loss of a federal grant. CodeRED notifications were discussed, with residents encouraged to re-register. No changes were made.

MOTOR FUEL (MTF) FUND
Discussion was held regarding the Motor Fuel Tax Fund. It was noted that the fund supports infrastructure, materials, and personnel, with revenues supplemented by existing balances. No changes were made.

HOTEL / MOTEL TAX FUND
Discussion was held regarding the Hotel/Motel Tax Fund. It was noted that this fund supports tourism and events. Two events were recommended for funding: Midwest Salute to the Arts and SICW Wrestling Fan Fest. Total funding is approximately $60,000. No changes were made.

HOME RULE FUND & CAPITAL IMPROVEMENT PROGRAM (CIP)
Discussion was held regarding the Home Rule Fund and Capital Improvement Program. The CIP includes approximately $37 million in projects over multiple years. Projects include roadway improvements, drainage, and facility upgrades. Several projects are dependent on grant funding. Director Alley requested a change on the CIP list to LUD-05 St. Ellen Mine from $350,000 to $450,000 due to having to outsource part of the project.

REC COMPLEX BUDGET
Discussion was held regarding the REC Complex. The facility operates as self-sustaining. Increases are mostly related to utilities, maintenance, and programming costs. No changes were made.

TIF & BUSINESS DISTRICT FUNDS
Discussion was held regarding TIF districts and the Business District Fund. For TIF #7 it was noted that $200,000 needs to be added in both revenue and expenditures for engineering-related work for the Business District.

LIBRARY BUDGET
The Library budget was presented, noting a 4.7% increase primarily due to personnel costs. Efforts were made to reduce subscription expenses. No changes were made.

SALES TAX REBATE FUND
Discussion was held regarding the Sales Tax Rebate Fund. It was noted that incentives are performance-based and tied to revenue generation. No changes were made.

POLICE ESCROW FUND
The Local and Federal Police Escrow Funds were briefly discussed. No changes were made.

FINAL ACTION

Discussion concluded with clarification of the budget approval process. The budget will proceed through two readings, with final approval following the second reading.

A motion was made by Alderperson Bill Poletti to forward the budget to City Council with changes as noted. A second was made by Alderperson Barb Brumfield. A motion to forward non-contract raises to City Council for approval by Alderperson Peck and seconded by Alderperson Poletti.

Roll Call: Menn – Yes; LeFlore – Absent; Brumfield – Yes; Peck – Yes; Poletti – Yes. **Motion carried.**

ADJOURNMENT

There being no further business, Alderperson Peck made the motion to adjourn the meeting at **9:04 p.m.** and seconded by Alderperson Menn.

Submitted by:

Dena Wifler

Recorder