



**City of Wilmington**  
**Finance, Administration & Land Acquisition Committee**  
**January 18, 2022 at 6:30 p.m.**

**In Person & Via Zoom**

join by video at:

<https://us02web.zoom.us/j/85489716459?pwd=MHBlakhuR2c4aU01RjZDL1Y4S1A5dz09>

join by phone at:

1-312-626- 6799

Meeting ID: 854 8971 6459

Passcode: 764295

**Location & Time**

Council Chambers  
1165 S Water St  
Wilmington, IL 60481

6:30 p.m. 01/18/2022

**Agenda**

1. Call to Order
2. Review and Approve Previous Meeting Minutes
3. Review Accounting Reports as Presented by Finance Director
4. Review Utility Billing Report as Presented by Finance Director
5. Other Pertinent Information
6. Public Comment  
*(State your full name clearly; limit 3 minutes each per Ordinance 19-06-18-01)*
7. Adjournment

**Finance, Administration  
& Land Acquisition  
Committee Members**

Kevin Kirwin, Co-chair

Ryan Jeffries, Co-chair

Dennis Vice

Ryan Knight

Leslie Allred

Jonathan Mietzner

Todd Holmes

Thomas Smith

**CITY OF WILMINGTON**  
**FINANCE, ADMINISTRATION & LAND ACQUISITION COMMITTEE**  
**Tuesday, December 21, 2021 at 6:30 p.m.**  
**Wilmington City Hall, Council Chambers**  
**1165 S. Water Street, Wilmington IL**

**Committee Members in Attendance:**

Co-Chair, Kevin Kirwin  
Ryan Knight  
Leslie Allred  
Dennis Vice  
Thomas Smith  
Jonathan Mietzner

**Committee Members Absent:**

Co-Chair, Ryan Jeffries  
Todd Holmes

**Other City Officials in Attendance:**

Mayor, Ben Dietz  
City Administrator, Joie Ziller  
Finance Director, Matt Hoffman

The meeting of the Finance, Administration & Land Acquisition Committee was called to order at 6:30 P.M. by Alderman Kirwin.

**Approve Previous Meeting Minutes**

Alderman Jeffries made a motion and Alderman Allred seconded to approve the November 16, 2021 meeting minutes as written and have them placed on file. Upon the voice vote, all yes, motion passed.

**Fiscal Year 2021 Financial Audit Presented by Mack & Associates**

Lauri Pope of Mack & Associates presented the findings of the FY 2021 Financial Audit to the Council. Ms. Pope explained that overall revenues were up in FY21, predominantly due to grants and contributions, such as CARES Act contributions and Rebuild Illinois grant funding.

**Review Accounting Reports**

The Committee reviewed the reports as presented by the Finance Director Hoffman.

**Review Utility Billing Report as Presented by Finance Director**

The Committee reviewed the memo Finance Director Hoffman prepared. The memo will be attached to the final version of the minutes for future reference.

**Discussion-Façade Improvement Grant**

Due to time constraints, the Committee members suggested that this topic be moved the next agenda for the Committee of the Whole.

**Other Pertinent Information**

None

**Public Comment**

No public comment was made.

**Adjournment**

Motion to adjourn the meeting was made by Alderman Knight and seconded by Alderman Kirwin. Upon voice vote, all yes, the motion carried. The Meeting was adjourned at 6:55 P.M.

Respectfully submitted,  
Joie Ziller  
Deputy City Clerk



# MEMO

**Date:** January 18, 2021  
**To:** City of Wilmington Council  
**From:** Matt Hoffman, Finance Director  
**Re:** Utility Billing

As of 01/01/21 we have a total of 629 accounts with past due balances. This is an increase of approximately 17% (93) vs. last month. The majority of these accounts are 30 days past due, comprising 66% of all delinquent accounts. Accounts that are more than 30 but less than 60 days past due make up an additional 22%.

In an effort to aid our community during the pandemic those households that find themselves unable to pay their bill fully have been offered the option to setup a payment plan. As part of any payment arrangement we suspend interest and penalties until the balance is paid in full.

Since meter replacements began in late July we have replaced 164 meters, of which 28 were for commercial properties. The Water and Sewer Departments have completed their installation of the 3 water plant meters.

	Days Past Due				Total #	Total \$
	30	60	90	120+		
DEC	416	138	46	29	629	
	\$ 55,868	\$ 17,981	\$ 6,914	\$ 37,479		\$118,242

Total # of Accounts: 2,886  
% of Accounts Diligent: 22%

	#	\$
% 30 Days Past Due	66%	47%
% 60 Days Past Due	22%	15%
% 90 Days Past Due	7%	6%
% 120+ Days Past Due	5%	32%