

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL
OF THE UNITED CITY OF YORKVILLE, KENDALL COUNTY, ILLINOIS,
HELD IN THE CITY COUNCIL CHAMBERS,
800 GAME FARM ROAD ON
TUESDAY, MARCH 10, 2020**

Mayor Purcell called the meeting to order at 7:01 p.m. and led the Council in the Pledge of Allegiance.

ROLL CALL

City Clerk Pickering called the roll.

Ward I	Koch	Present
	Transier	Present
Ward II	Milschewski	Present
	Plocher	Present
Ward III	Funkhouser	Present
	Frieders	Present
Ward IV	Tarulis	Present
	Peterson	Absent

Staff present: City Administrator Olson, City Clerk Pickering, Chief of Police Jensen, Deputy Chief of Police Mikolasek, Deputy Chief of Police Pfizenmaier, Public Works Director Dhuse, Community Development Director Barksdale-Noble, Finance Director Fredrickson, Parks and Recreation Director Evans, Assistant City Administrator Willrett, Building Code Official Ratos, Purchasing Manager Parker, Attorney Orr, and EEI Engineer Sanderson.

QUORUM

A quorum was established.

AMENDMENTS TO THE AGENDA

None.

ANNOUNCEMENT

St. Patrick's Day Event

Alderman Frieders announced that a St. Patrick's Day event would be held in downtown Yorkville on Saturday, March 14th. Events will include a 5k run starting at 9:00 a.m. and an Irish parade starting at 11:00 a.m. Live Irish music and food specials will be available at the businesses located downtown throughout the day.

PRESENTATIONS

Recognition for Life Saving Efforts

Yorkville police officer Kyle Borowski and Kendall County Sheriff's deputy Jason Larsen, as well as Kendall County public safety dispatcher Lindsay Ingram, and Bristol Kendall Fire Department Lieutenant Nate King, and firefighter/paramedics Jen Lynd, Chris Chasten, Randy Roberts and Alex Dunn were recognized for their life saving efforts in saving the life of Yorkville resident, Mr. Joe Martinez. Mr. Martinez was present, and he thanked those who saved his life.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS ON AGENDA ITEMS

Mike Rennels, programming manager of Fox Valley Television (FVTV) which is the public access arm of the Southwest Fox Valley Cable and Telecommunications Consortium, said that the cable consortium was formed in 2002 by Yorkville and four other communities and has provided public access programming since 2003. He encouraged the City Council to appoint a representative to the board and become more involved in the consortium. He mentioned that the last time a Yorkville representative had served on the board was 2014. He asked the City Council to consider remaining in the cable consortium.

Fred Wade spoke in support of the cable consortium and FVTV. He mentioned that while attending Waubensee Community College, he had worked as an intern at FVTV and he was later part of the team that has recorded Yorkville City Council meetings. He said that FVTV has great value because of its' promotion of community and its' ability to teach future workers about real world communication in media.

CONSENT AGENDA

None.

MINUTES FOR APPROVAL

Mayor Purcell entertained a motion to approve the minutes of the regular City Council meeting of February 25, 2020 as presented. So moved by Alderman Transier; seconded by Alderman Koch.

Motion unanimously approved by a viva voce vote.

BILLS FOR PAYMENT

Mayor Purcell entertained a motion to approve the bill list in the amount of \$371,925.05 (vendors); \$309,610.26 (payroll period ending 02/21/20); for a total of \$681,535.31. So moved by Alderman Milschewski; seconded by Alderman Frieders.

Motion approved by a roll call vote. Ayes-7 Nays-0
Milschewski-aye, Funkhouser-aye, Tarulis-aye, Transier-aye,
Plocher-aye, Frieders-aye, Koch-aye

REPORTS

MAYOR’S REPORT

**Resolution Authorizing Notice of the Termination of its Participation in the
Southwest Fox Valley Cable and Telecommunications Consortium
(Cable Consortium Exit Notice)
(CC 2020-10)**

Mayor Purcell stated he would like to discuss this agenda item. Administrator Olson said that the North Aurora materials are in the packet. After the meeting packet was posted, Yorkville received North Aurora’s formal withdrawal notice from the consortium. Administrator Olson said they would like to have this item on the next City Council agenda for continued discussion and consideration. Per the bylaws of the organization, the City has ninety days to decide if we would like to continue with the consortium. Mayor Purcell said the city’s contribution is approximately \$100,000 of which we get back roughly \$35,000; resulting in a net contribution of approximately \$65,000 a year.

Discussion took place regarding the importance of transparency and the value that FVTV provides by videotaping city council meetings for viewing by the public. It was discussed that the city has not had a representative on the consortium board for over six years and that we might be responding too quickly to leave the consortium when other options have not been explored. There is a concern if we leave the cable consortium that the money we save will not go back into transparency. A few ideas that were discussed included the possibility of having the cable consortium meeting held in Yorkville, of having FVTV start videotaping committee meetings, as well as having them tag the City on their own Facebook page. The benefits of the education aspect of the FVTV public access studio and programming were seen as positives factors of remaining a member of the consortium.

A discussion took place about not being ready to make any decision yet. The elected officials would like to see what options the city has first before making a decision to leave the consortium. It was mentioned that we need to do our due diligence on how this could affect the consortium as well as the city.

Mayor Purcell said this would be on the next agenda.

PUBLIC WORKS COMMITTEE REPORT

No report.

ECONOMIC DEVELOPMENT COMMITTEE REPORT

**AARP Grant Report
(EDC 2020-20)**

Alderman Milschewski made a motion to authorize staff to apply for the AARP Community Challenge 2020 grant program; seconded by Alderman Frieders.

Director Noble mentioned that staff would like to apply for a \$10,000 grant and there is not a financial match required by the city. The grant is open to government entities and community organizations that want to improve livable areas for residents. It was also mentioned that the city’s long-time minute taker was responsible for bringing this grant to the attention of the city staff.

Motion approved by a roll call vote. Ayes-7 Nays-0
Tarulis-aye, Transier-aye, Plocher-aye, Frieders-aye,
Koch-aye, Milschewski-aye, Funkhouser-aye

PRESENTATIONS (CONT'D)

**Fiscal Year 2021 Budget Presentation
(CC 2020-11)**

City Administrator Olson gave a PowerPoint presentation on the fiscal year 2020 budget (*see attached*). He said a public hearing on the budget is scheduled to be held at the March 24th meeting. The budget needs to be approved by April 30, 2020.

ADDITIONAL BUSINESS

Census

Alderman Milschewski mentioned that this is a census year and she asked if any outreach was going to be done. Administrator Olson said that the City is planning on doing a public outreach push for the last two weeks of March. He noted that the online census forms would be available by April 1st.

CITIZEN COMMENTS

Old Jail

Johanna Byram and Lisa Wolancevich with the Yorkville Historic Preservation Society were present to give an update on the Old Jail. Ms. Byram shared that on February 28th the Illinois State Preservation Office Advisory Council unanimously approved the old Kendall County Sheriff's Residence and Jail for a nomination to the National Register of Historic Places. The nomination will now go to Washington, DC for final approval. Ms. Byram mentioned that during her research she found copies of Yorkville's old Sanborn maps on the Library of Congress website. Sanborn maps were produced from the early 1800s through 1960. For anyone interested in viewing the old Sanborn maps, the Library of Congress has scanned copies of the Yorkville Sanborn maps from February 1886, November 1892, February 1898, and September 1905. The maps are viewable on the Library of Congress website.

EXECUTIVE SESSION

None.

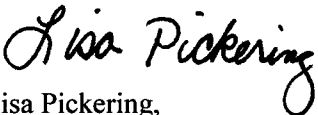
ADJOURNMENT

Mayor Purcell entertained a motion to adjourn the City Council meeting. So moved by Alderman Frieders; seconded by Alderman Koch.

Motion unanimously approved by a viva voce vote.

Meeting adjourned at 8:31p.m.

Minutes submitted by:



Lisa Pickering,
City Clerk, City of Yorkville, Illinois

FY 21 BUDGET
PRESENTATION

CITY COUNCIL

MARCH 10, 2020

United City of Yorkville

Budget Schedule

- One presentation at City Council
 - March 10, 2020
- One mandated public hearing
 - March 24, 2020
- City Council must approve budget before April 30, 2020

Tonight's outline

- Big Picture
- Year-by-year overview
- Select Items to note
- The small picture
 - General Fund overview
 - Line-items of interest in other funds

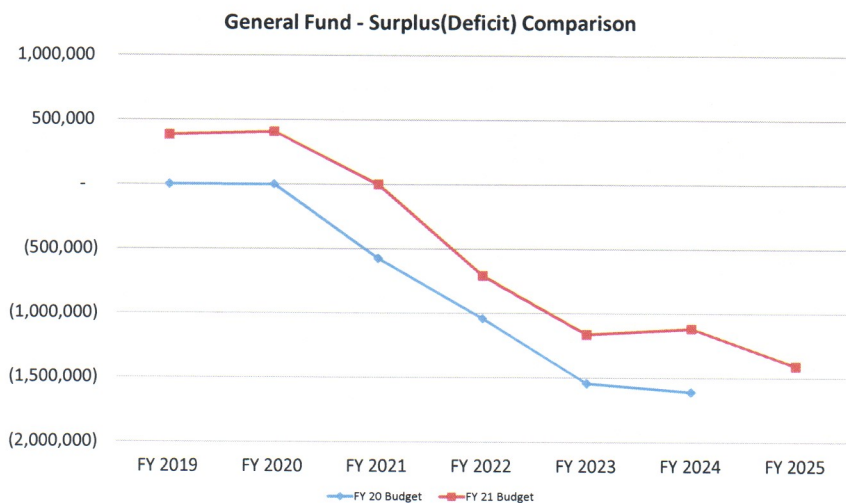
Tonight's outline

- Not covered in tonight's powerpoint
 - Fox Hill SSA
 - Sunflower SSA
 - Debt Service Fund
 - Land Cash Fund
 - Parks and Recreation operating fund (79)
 - Countryside TIF Fund
 - Downtown TIF #1
 - Downtown TIF #2
 - Misc. Items to Note sections

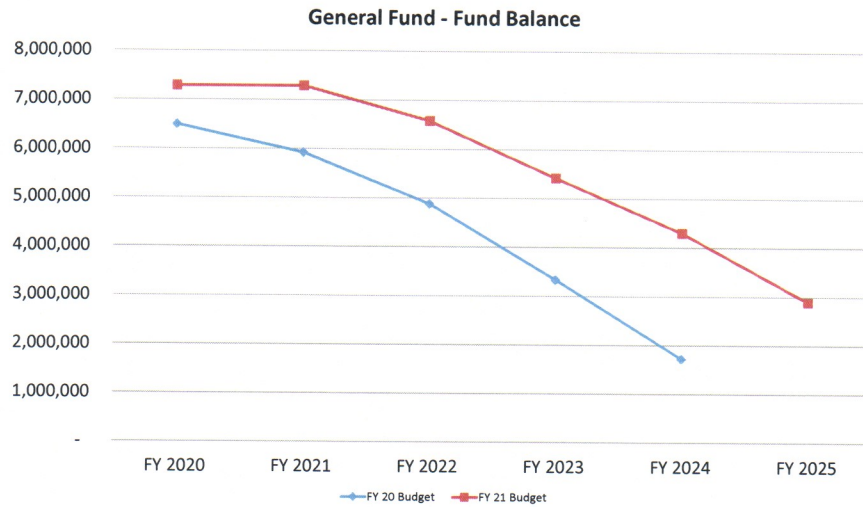
Reminder

- City Council approves the FY 21 budget proposal only
- FY 22 and beyond are planning tools

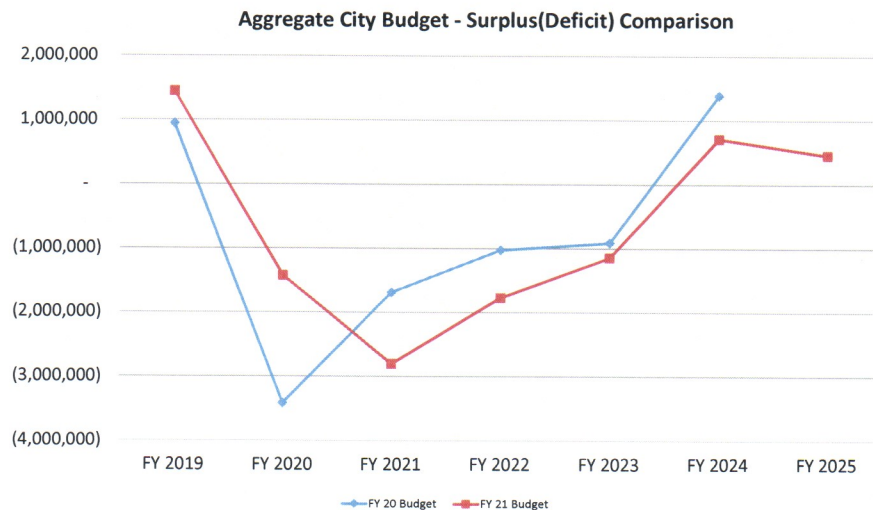
How do things look?



How do things look?

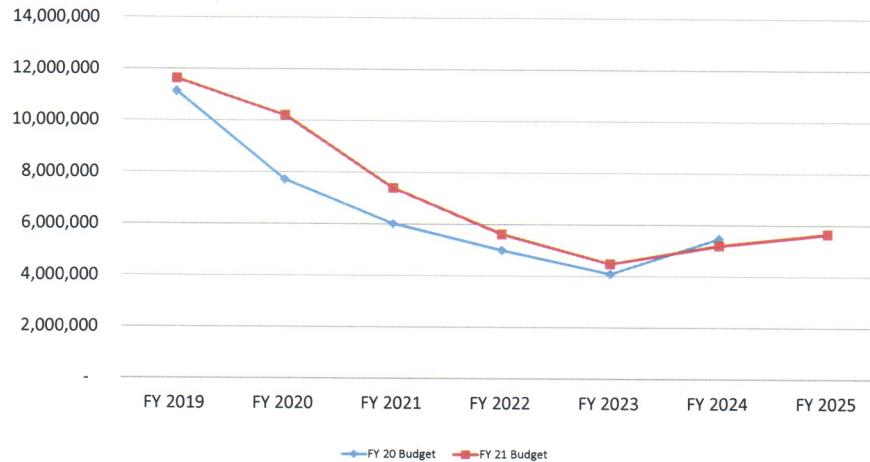


How do things look?



How do things look?

Aggregate City Budget - Fund Balance Comparison



BIG PICTURE

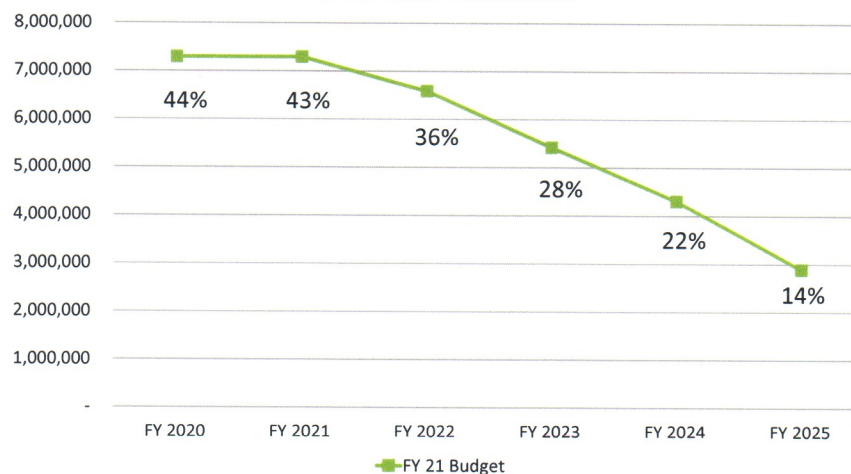
- Fund Balance of General Fund at 43% in FY 21
 - Approx 36% in FY 22; 28% in FY 23
 - Offset by TIF fund negative fund balances
- Fund Balance in Water Fund drawn down to 18% in FY 23, but back to 88% in FY 25
 - No rate or fee increases planned for FY 21, fourth year in a row
 - Capital projects associated with water study include well and treatment facility rehab, water main replacements, and land acquisition
- Fund Balance in Sewer Fund drawn down to 26% in FY 21, but back to 64% in FY 25
 - No rate or fee increases planned for FY 21

BIG PICTURE

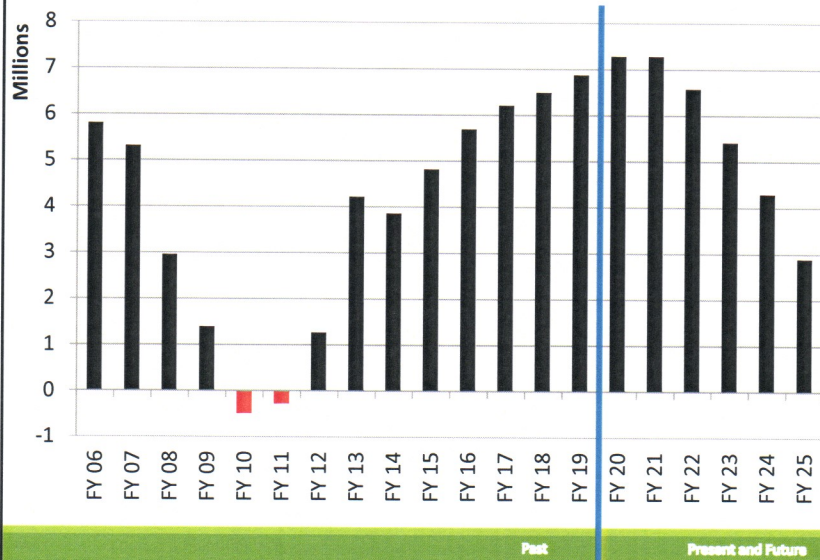
- Revenue growth projections remain similar to last year's budget proposal, although most revenue streams are outperforming expectations
- Potentially significant revenue streams unbudgeted or in flux
- Funding of major new capital projects and vehicle purchases
- Two new staff members, one Public Works in FY 21, one Police Commander in FY 22

FY 20 through FY 25

General Fund - Fund Balance

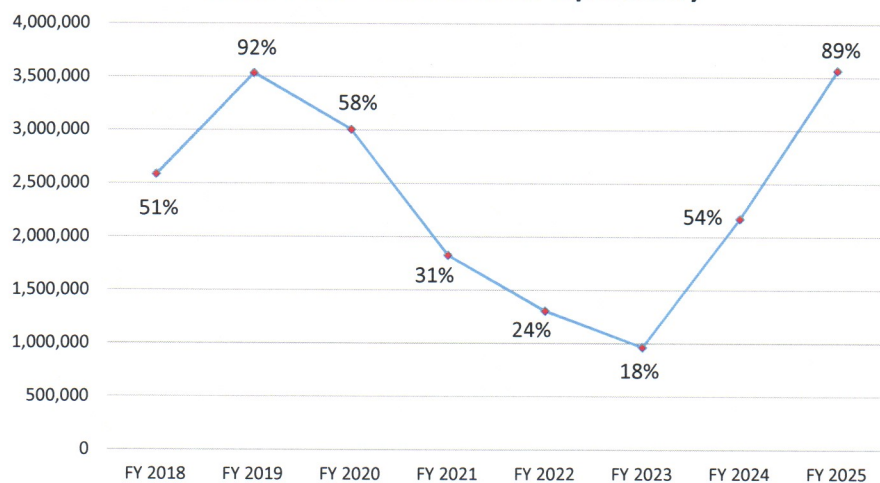


General Fund Fund Balance History



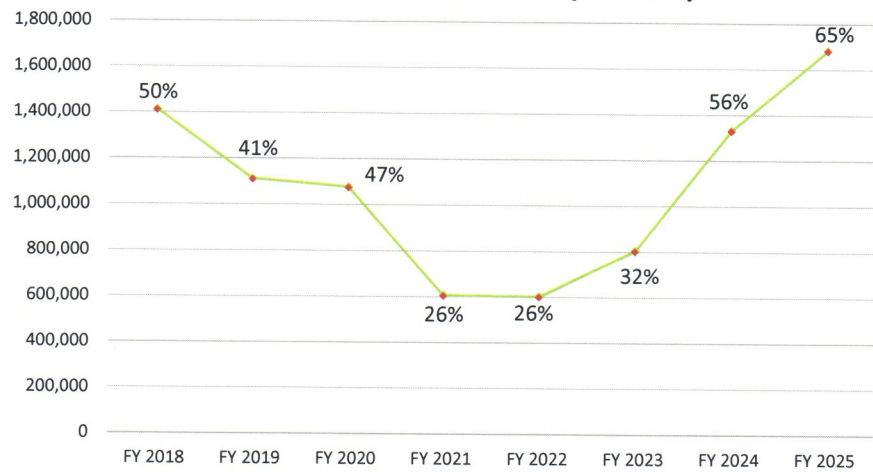
FY 18 through FY 25

Water Fund - Fund Balance Equivalency



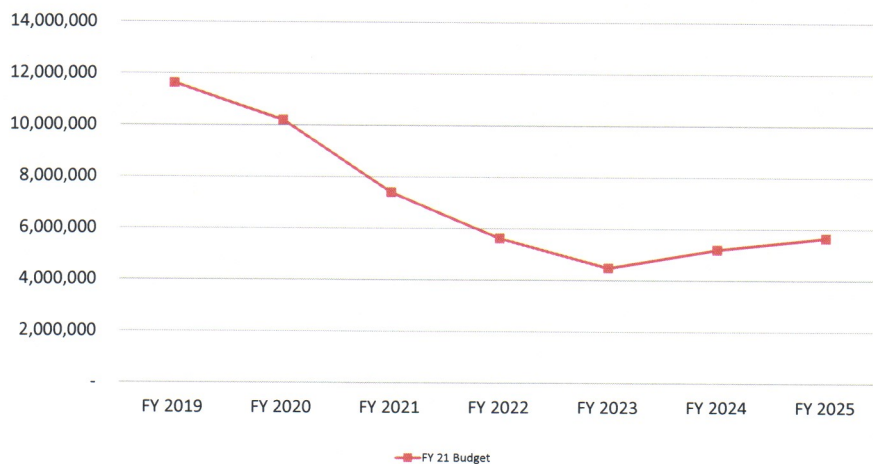
FY 18 through FY 25

Sewer Fund - Fund Balance Equivalency



FY 19 through FY 25

Aggregate City Budget - Fund Balance Comparison



Major initiatives

- FY 21
 - Increased Road to Better Roads budget
 - Greenbriar Road
 - New sidewalk program
 - New pavement striping program
 - Major sewer and water main projects
 - Caledonia Park playground, Autumn Creek north playground, and Raintree Park improvements
 - Two police squads, rehab of two plow trucks, two new Water pickup trucks, Parks vehicles, mowers, vehicle upgrades
 - Enterprise resource planning system (ERP)
 - PW Employee

Major initiatives

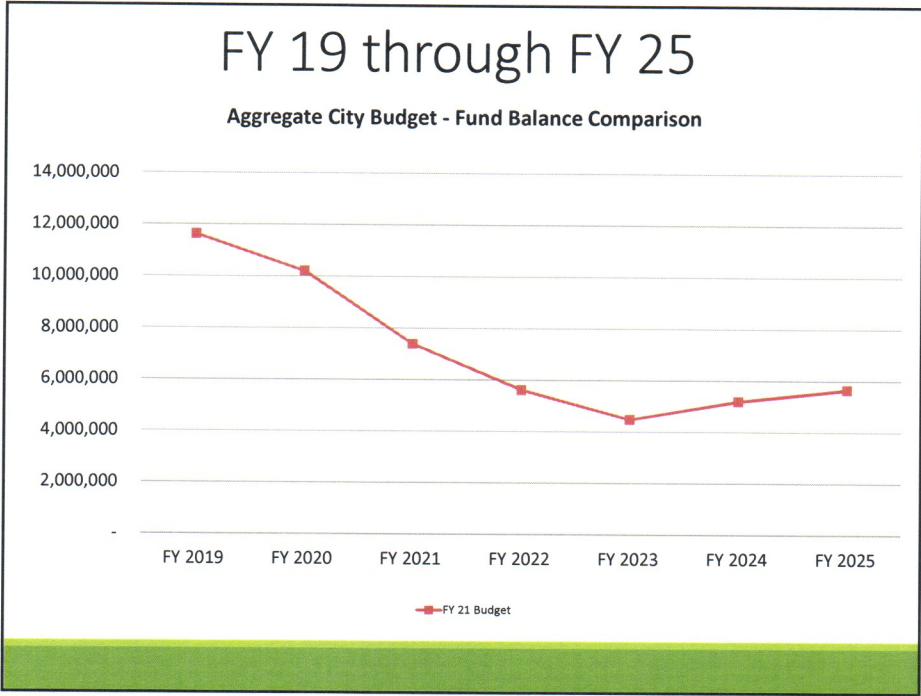
- FY 22
 - Road to Better Roads
 - Sidewalk program
 - Mill Road rehab and realignment
 - Route 71 expansion
 - Major water and sewer main projects
 - Prestwick park improvements and Beecher Park playground installation
 - Two police squads, Parks vehicles, one new Sewer pickup truck with a crane, Public Works vehicles as described in Items to Note
 - ERP system
 - Police Commander position

Major initiatives

- FY 23
 - Road to Better Roads
 - Sidewalk program
 - Major water and sewer main projects
 - Three new police squads, two Water pickup trucks, Public Works vehicles TBD

Major initiatives

- FY 24 and FY 25
 - Road to Better Roads
 - Sidewalk program
 - Route 47 north expansion!
 - Major water and sewer main projects
 - Two new police squads per year, Public Works vehicles TBD



Items to Note

• City Council goals	
• ERP system (Goal 1)	\$475,000
• PW/PD bldg. plan (Goal 2)	60,000
• Sidewalks (Goal 4)	125,000
• Police Vehicles (Goal 6a)	150,000
• PW Vehicles (Goal 6a)	400,000
• Parks Vehicles (Goal 6a)	155,000
• Contingencies (Goal 6b)	80,000
• <u>Playgrounds (Goal 13)</u>	<u>145,000</u>
	\$1,590,000

Items to Note

- LGDF Cuts
 - Governor proposes 5% cut
 - Permanent if income tax referendum fails
 - Restored plus more if referendum approved
 - \$250,000 potential swing, in FY 21 budget as “fails”
- Unplanned Revenues
 - Online sales taxes switch
 - Cannabis dispensary
 - State capital bill bond issuance

Items to Note

- Parks and Recreation fund balance
 - Use it for capital purchases
 - Previously set at 15%
 - Not tracked as general fund reserves
 - No impact to accounting or invoice processing
- Road to Better Roads
 - Pavement work above \$1.1m, much larger than in prior years
 - Due to state motor fuel tax increase

Items to Note

- **Countryside TIF**
 - Fund position worse than last year's budget proposal, due to reassessment of NCG property
 - Long-term fund sustainability in question
 - Assuming Opal complete in 2020
 - One vacant lot unbudgeted
- **Public Works Vehicle Purchases**
 - FY 20/21 new truck and rehab
 - \$120,000 annual expenditure in FY 22 and beyond
 - Pay as you go?
 - Financing?

Items to Note

- **Capital Projects, unfunded**
 - Well 6 and water treatment plant
 - Baseline Road
 - Building maintenance issues
 - E Washington water main
 - E Alley water main and sewer main
 - Water meters, radio-read
- **Unfunded, now funded**
 - Route 47 north expansion, including street extensions
 - Major water and sewer main projects
 - Developer obligations

Items to Note

- Water fund, infrastructure fees
 - No increase in FY 21 for water rates, SINF, WINF, RINF
 - Water usage down for first time in a few years
 - Inflationary rate increase for FY 22?

Small picture

- Fund highlights
- Full descriptions included in the budget memo

General Fund Revenues

- Property taxes, Corporate Levy
 - New construction only
- Property taxes, Police Pension,
 - Following actuarial determined contribution
 - Pension fund had good investment returns in FY 19

General Fund Revenues

- Municipal Sales Tax and Non-Home Rule Sales Tax
 - 2% annual growth assumed
 - Online sales tax switch not budgeted, will be known in Spring 2021
- State Income Tax
 - Doing better than expected in FY 20
 - Budgeting for 5% cut in FY 21, referendum dependent

General Fund Revenues

- Local Use Tax
 - Increasing due to online sales tax switch
 - May decrease as a result of final online sales tax switch in Spring 2021
- Cannabis Excise Tax
 - State tax revenue given to municipalities for cannabis-related training and enforcement
- Investment Earnings
 - Better than expected due to City's cash position

General Fund Expenditures

- All Departments
 - COLA and merit/steps budgeted for bargaining units and non-union
 - Health insurance historically budgeted for an 8% increase, came in at a 5% decrease
 - IMRF rates saw large increase last year, expect to receive 2021 rates in April 2020
 - Tuition reimbursement for Deputy Chief, Sergeant, and one officer
 - Training and Conferences for employees to state and national conferences
 - Commodity assumptions have conservative increases across the board

General Fund Expenditures

- All Departments
 - Professional Services – anything a department needs from an outside entity, varies greatly between departments and examples include:
 - Admin – minute taker, safety deposit box
 - Finance – utility billing processing and credit card fees
 - Police – onsite shredding, CAPERS annual fee
 - Community Development – UDO consultant fees
 - Streets – parkway tree trimming, annual cloud storage fees for speed signs
 - Water – emergency leak detection and BSI backflow monitoring
 - Sewer – alarm monitoring, manhole repair
 - Parks – background checks
 - Recreation – referees, pest control
 - Library – sound maintenance, background checks, IT services

General Fund Expenditures

- Administration Dept
 - Elected officials salaries budgeted assuming approval as proposed
 - Office supplies includes new tables and chairs for City Hall conference room
- Finance Dept
 - Professional services line-item increased to offset assumed implemented issues with ERP

General Fund Expenditures

- Police Dept
 - Officer count proposed to be left at current level
 - New commander position in FY 22
 - Vehicle and Equipment Chargeback increasing to purchase more vehicles
- Community Development Dept
 - Inspections down from FY 20, outsource cost is down too
 - UDO project is paid out of the professional service line item

General Fund Expenditures

- Streets Dept
 - New position proposed for FY 21, exact title and duties TBD
 - Vehicle maintenance supplies includes \$12,000 for new hydraulic brine pumps
- Refuse Dept
 - Garbage contract in place through FY 22
 - Budget proposal continues senior subsidy amounts of 20% and 50%

General Fund Expenditures

- Admin Services Dept
 - IT services includes ERP system spread over FY 21 and FY 22
 - Professional services funding shifts, as state lobbyist costs moved to water fund, but a federal lobbyist is proposed to be split between Admin Services and Water
 - Contingency set at \$80,000, formal policy on use to be reviewed by Administration Committee
 - Transfer to sewer reduced through FY 22 per FY 19 City Council decision
 - Transfer to Parks and Recreation reduced in FY 21 as described in Items to Note section

General Fund in FY 21

Revenues	16,934,679
<u>Expenditures</u>	<u>16,934,679</u>
Surplus (Deficit)	0

Motor Fuel Tax Fund

- State gas tax increase results in 65% increase in local revenues
- Road to Better Roads budget increased

City-Wide Capital Fund

- New sidewalk program
- State route expansion projects budgeted, including Rt 47 north
- Greenbriar Road rehab in FY 21, funded as a Road to Better Road project

Vehicle and Equipment Fund

- Chargeback line-items offset difference between impact fees and vehicle purchases
- Two Police vehicles in each of FY 21, 22, 24, 25, and three vehicles in FY 23
 - Prices for SUVs came back lower than expected

Vehicle and Equipment Fund

- Public Works equipment and vehicles line-items include rehab of two plow trucks in FY 21, bobcat rental program, and mowers
- New playground at Beecher Park
- Park improvements at Grande Reserve and Raintree Village
- Parks vehicle purchases in at \$70k in FY 21, exact purchases TBD

Water Fund

- Water sales below expectations, for first time in a few years
- No water rate changes proposed for FY 21
- No infrastructure fee changes proposed for FY 21
- Proposal to look at water rates and fees for FY 22

Water Fund

- Portion of ERP included in FY 21 and FY 22
- State and Federal lobbyist costs
- Land acquisition or water source costs in FY 24 and FY 25
- New pickup trucks in FY 21 and FY 23
- Capital projects and operations as recommended
 - Annual inspections of water towers, annual maintenance of PRVs, water tower paintings, well rehab, standby generators, Road to Better Roads costs, and cat-ion media exchange

Sewer Fund

- Portion of ERP included in FY 21 and FY 22
- New hot water system for vacuum truck and sewer crawler camera in FY 21
- New pickup trucks with a crane in FY 22

Budget Schedule

- March 10 City Council presentation
- Recommendation
 - March 17 Public Works Committee discussion
- March 18 Administration Committee discussion
- March 24 City Council public hearing
- City Council discussion, debate and potential approval
 - April 14 and 28

Online

- Full budget proposal, including excel spreadsheet available at:

<https://www.yorkville.il.us/Archive.aspx?AMID=44>