

**UNITED CITY OF YORKVILLE
ADMINISTRATION COMMITTEE MEETING
Wednesday, January 19, 2022 6:00pm
City Hall Council Chambers
800 Game Farm Road, Yorkville, IL**

Note: This meeting was held in accordance with Public Act 101-0640 and Gubernatorial Disaster Proclamation issued by Governor Pritzker pursuant to the powers vested in the Governor under the Illinois Emergency Management Agency Act. This allows remote attendance for this meeting to encourage social distancing due to the ongoing Covid-19 pandemic.

All attended in-person unless otherwise noted.

Committee Members In Attendance:

Chairman Chris Funkhouser
Alderman Craig Soling

Alderman Dan Transier
Alderman Seaver Tarulis

Other City Officials In Attendance:

City Administrator Bart Olson
Assistant City Administrator Erin Willrett/electronic attendance
Finance Director Rob Fredrickson/electronic attendance
Purchasing Manager Shanel Gayle/electronic attendance

Others in Attendance: None

The meeting was called to order at 6:00pm by Chairman Chris Funkhouser who acknowledged those present.

Citizen Comments: None

Minutes for Correction/Approval: December 15, 2021

The minutes were approved as presented.

New Business:

1. ADM 2022-01 Budget Report for December 2021

Mr. Olson said revenue has outpaced expectations with 20% growth over last year. Income tax proceeds in the amount of \$175,000 will be transferred to the City-Wide Capital Fund based on the new census figures. Use tax which contained on-line sales, is a little less than last year following sales tax changes. Overall, the amount of revenue is very positive, said Mr. Olson.

2. ADM 2022-02 Treasurer's Report December 2021

Finance Director Fredrickson reported the following:

Beginning Fund Balance:	\$14,992,729
YTD Revenue:	\$38,629,017
YTD Expenses	\$26,037,453

Projected Ending Fund Balance: \$27,584,293
This moves to the Council consent agenda.

3. ADM 2022-03 Cash Statement for October 2021

Mr. Fredrickson said the first page is the cash balance and the second page is investments. This is informational.

4. ADM 2022-04 Website Report for December 2021

Ms. Willrett reported this is the first month staff used Google analytics rather than Piwik. She said the new system tracks information easily and can be used for future reports.

5. ADM 2022-05 Quarterly Vehicle Replacement Chart

Mr. Fredrickson provided a quarterly report that tracks mileage and usage by department. This helps determine replacement values and schedules when preparing budget proposals.

6. ADM 2022-06 Utility Rates

These rates are part of the Groot [waste hauler] package that was approved along with the continuation of the 20% senior citizen subsidy and Senior Circuit Breaker program. Mr. Olson also discussed the various size garbage containers available and logistics of distributing them. This information will be posted on the website. The containers from the previous service should be picked up the last week of April. This moves to the consent agenda.

7. ADM 2022-07 Audit RFP Results and Recommendation

A memo and bid information was provided by Mr. Fredrickson with a recommendation to select the low bidder Lauterbach and Amen. They have been used the past 10 years with satisfactory results. Mr. Olson said the entire team can be changed if desired. Chairman Funkhouser commented that the staff works well with Lauterbach. Alderman Transier asked how long the city historically retains the same firm. Whenever the firm was changed it was due to administrative or staff changes. The committee agreed to keep the same firm and this will move forward to the Administration agenda for the full Council.

Old Business: None

Additional Business: None

There was no further business and the meeting adjourned at 6:15pm.
Respectfully transcribed by Marlys Young, Minute Taker