

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL  
OF THE UNITED CITY OF YORKVILLE, KENDALL COUNTY, ILLINOIS,  
HELD IN THE CITY COUNCIL CHAMBERS,  
651 PRAIRIE POINTE DRIVE ON  
TUESDAY, OCTOBER 24, 2023**

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

**ROLL CALL**

Deputy Clerk Cisija called the roll.

Ward I	Koch	Present
	Transier	Present
Ward II	Plocher	Present
	Soling	Present
Ward III	Funkhouser	Present
	Marek	Present
Ward IV	Tarulis	Present
	Corneils	Present

Staff in attendance at City Hall: Deputy Clerk Cisija, City Administrator Olson, Chief of Police Jensen, Attorney Orr, Public Works Director Dhuse, Community Development Director Barksdale-Noble, Finance Director Fredrickson, Parks and Recreation Director Evans, and EEI Engineer Sanderson.

Staff in attendance electronically: Assistant City Administrator Willrett

Members of the public were able to attend this meeting in person as well as being able to access the meeting remotely via Zoom which allowed for video, audio, and telephonic participation.

A meeting notice was posted on the City's website on the agenda, minutes, and packets webpage with instructions regarding remote meeting access and a link was included for the public to participate in the meeting remotely: <https://us02web.zoom.us/j/82989795891?pwd=QnRVc1VGaUtLd3ZHSkd3ZkF6dz09>. The Zoom meeting ID was 829 8979 5891.

**QUORUM**

A quorum was established.

**AMENDMENTS TO THE AGENDA**

None.

**PRESENTATIONS**

**Mark Foster – Shaw Local – Recognition**

Mayor Purcell presented Mark Foster, of Shaw Local, with a certificate of recognition and a Yorkville-themed Halloween shirt in honor of his retirement. Mark began writing newspaper stories at the age of 19 years old. He joined The Record Newspapers and KendallCountyNow.com, two of Shaw Local News Network publications, in January 2022. Mark covered the Yorkville City Council meetings, the Yorkville School District, and the Kendall County Board. He has won awards from the Illinois Press Association's Best of the Press Contest, including first-place, for articles written. Mark said it has been a pleasure working in Yorkville and he has enjoyed working with everyone. We thank Mark for his dedication to the local news, journalism, and the Yorkville community.

**Fiscal Year 2023 Audit Report**

Jen Martinson from Lauterbach & Amen, LLP was in attendance and gave an overview of the City's fiscal year 2023 financial statement audit. She started by thanking Finance Director Fredrickson and the finance team for all their hard work during the audit process. She shared that an audit is required by state statute to be completed by an independent auditor. They have issued an unmodified opinion, which is a clean audit opinion and the highest opinion that can be issued, and it means the financial statements are materially correct. Jen highlighted key areas for the Council. She also shared the City was once again awarded a Certificate of Achievement for Excellence in Financial Reporting, issued by the Government Finance Officers Association, for fiscal year 2022, and she anticipates the City will receive it again for fiscal year 2023.

Finance Director Fredrickson gave a brief overview of the fiscal year 2023 audit (*see attached*).

**PUBLIC HEARINGS**

None.

**CITIZEN COMMENTS ON AGENDA ITEMS**

None.

**CONSENT AGENDA**

1. Minutes of the Regular City Council – September 26, 2023
2. Minutes of the Regular City Council – October 10, 2023
3. Bill Payments for Approval
  - \$ 1,442,515.83 (vendors)
  - \$ 368,704.90 (payroll period ending 10/13/23)
  - \$ 1,811,220.73 (total)
4. North Central Tank Rehabilitation – Change Order No. 2 – *approve North Central Tank Rehabilitation – Change Order No. 2 and authorize the Mayor to execute (PW 2023-81)*
5. Treasurer’s Report for September 2023 (ADM 2023-39)
6. Annual Treasurer’s Report (ADM 2023-43)

Mayor Purcell entertained a motion to approve the consent agenda. So moved by Alderman Koch; seconded by Alderman Plocher.

Motion approved by a roll call vote. Ayes-8 Nays-0  
Koch-aye, Plocher-aye, Funkhouser-aye, Tarulis-aye,  
Transier-aye, Soling-aye, Marek-aye, Corneils-aye

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**REPORTS**

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**MAYOR’S REPORT**

**Microsoft Office 365 License Renewal  
(CC 2023-60)**

Mayor Purcell entertained a motion to approve the Microsoft Enterprise Agreement for a 3-year term (\$26,368.08 annually) for a total of \$79,104.24. So moved by Alderman Soling; seconded by Alderman Tarulis.

Motion approved by a roll call vote. Ayes-8 Nays-0  
Plocher-aye, Funkhouser-aye, Tarulis-aye, Transier-aye,  
Soling-aye, Marek-aye, Corneils-aye, Koch-aye

**PUBLIC WORKS COMMITTEE REPORT**

**2024 Road to Better Roads – Construction  
Engineering Agreement  
(PW 2023-82)**

Alderman Koch made a motion to approve the 2024 Road to Better Roads – Professional Services Agreement – Construction Engineering and authorize the Mayor and City Clerk to execute; seconded by Alderman Marek.

Motion approved by a roll call vote. Ayes-8 Nays-0  
Funkhouser-aye, Tarulis-aye, Transier-aye, Soling-aye,  
Marek-aye, Corneils-aye, Koch-aye, Plocher-aye

**ECONOMIC DEVELOPMENT COMMITTEE REPORT**

**Bright Farms**

Mayor Purcell reported that Bright Farms is seeking to start its hiring process in January 2024. City Administrator stated Bright Farms will be hiring for 75 hourly positions of varying skill set and pay, and 15 to 20 managerial salaried positions. Bright Farms will be holding a job fair in the future and hire local people.

**PUBLIC SAFETY COMMITTEE REPORT**

No report.

**ADMINISTRATION COMMITTEE REPORT**

**City Liability Insurance and Workman's  
Compensation Insurance Renewal  
(ADM 2023-44)**

Alderman Marek made a motion to proceed with Option 2 and authorize entering into a one year insurance agreement with the National Union of Pittsburgh PA (AIG) - (Glatfelter) for property/casualty insurance in an amount not to exceed \$282,704; to authorize entering into a one year insurance agreement with the Illinois Public Risk Fund for worker's compensation insurance in an amount not to exceed \$199,099; to authorize entering into a one year agreement with Alliant-Mesirow Insurance Services for brokerage services in an amount not to exceed \$20,000; and to authorize entering into a one year insurance agreement with Hiscox Insurance Company for cyber insurance in an amount not to exceed \$16,667; seconded by Alderman Soling.

Motion approved by a roll call vote. Ayes-8 Nays-0  
Tarulis-aye, Transier-aye, Soling-aye, Marek-aye,  
Corneils-aye, Koch-aye, Plocher-aye, Funkhouser-aye

**PARK BOARD**

**Flags of Valor**

Parks and Recreation Director Evans reported the 2023 Yorkville Flags of Valor are going up on Friday, October 27<sup>th</sup>. If anyone is interested in sponsoring flags for a veteran, they can do so. Flags will be displayed at Town Square beginning Wednesday, November 1<sup>st</sup> through Monday, November 12<sup>th</sup>.

**Halloween Updates**

Parks and Recreation Director Evans reminded the Council that the City's Halloween trick-or-treating hours are on Tuesday, October 31<sup>st</sup> from 4 p.m. to 7 p.m.

**PLANNING AND ZONING COMMISSION**

**Ordinance 2023-35**

**Approving a Special Use for a Gasoline Service  
Station With an Accessory Convenience  
Store at 107 E. Stagecoach Trail  
(QuikTrip Corporation)  
(PZC 2023-08 & EDC 2023-35)**

Mayor Purcell entertained a motion to approve an Ordinance Approving a Special Use for a Gasoline Service Station With an Accessory Convenience Store at 107 E. Stagecoach Trail and authorize the Mayor and City Clerk to execute. So moved by Alderman Koch; seconded by Alderman Transier.

Motion approved by a roll call vote. Ayes-8 Nays-0  
Transier-aye, Soling-aye, Marek-aye, Corneils-aye,  
Koch-aye, Plocher-aye, Funkhouser-aye, Tarulis-aye

**Ordinance 2023-36**

**Approving the Final Plat of Subdivision for  
Kendall Marketplace Lots 4 and 5  
(PZC 2023-12 & EDC 2023-43)**

Mayor Purcell entertained a motion to approve an Ordinance Amending the Zoning Ordinance Identify, Define and Regulate Energy Industrial Uses and authorize the Mayor and City Clerk to execute. So moved by Alderman Tarulis; seconded by Alderman Funkhouser.

Motion approved by a roll call vote. Ayes-8 Nays-0  
Soling-aye, Marek-aye, Corneils-aye, Koch-aye,  
Plocher-aye, Funkhouser-aye, Tarulis-aye, Transier-aye

**Kendall County Petition 23-30 – 1.5 Mile Review  
(6145 Whitetail Ridge Drive)  
(PZC 2023-16 & EDC 2023-45)**

Mayor Purcell entertained a motion to authorize staff to notify Kendall County that the City Council does not have any objections to the proposed Plat of Vacation. So moved by Alderman Koch; seconded by Alderman Soling.

Motion approved by a roll call vote. Ayes-8 Nays-0  
Marek-aye, Corneils-aye, Koch-aye, Plocher-aye,  
Funkhouser-aye, Tarulis-aye, Transier-aye, Soling-aye

**CITY COUNCIL REPORT**

No report.

**CITY CLERK'S REPORT**

No report.

**COMMUNITY & LIAISON REPORT**

**Trivia Night With the Yorkville Educational Foundation**

Alderman Marek reported the Yorkville Educational Foundation is hosting a trivia night at Rosati's on November 2<sup>nd</sup> from 7 p.m. to 10 p.m. This will be a recruiting event, and anyone wanting more information or is interested in joining YEF, either as a sponsoring partner or a board member, this event is the opportunity to do so.

**Brewing Up a Brighter Future**

Alderman Marek reported the Yorkville Educational Foundation is hosting a "Brewing Up a Brighter Future" event on December 2<sup>nd</sup> at Flight Tasting Room & Bottle Shoppe, from 1 p.m. to 5 p.m.

**STAFF REPORT**

No report.

**MAYOR'S REPORT (cont'd)**

**Unified Development Ordinance Discussion  
(PZC 2023-09 & EDC 2023-36)**

Community Development Director Barksdale-Noble presented on the Unified Development Ordinance and the recommendations as staff is seeking discussion and consensus on direction to revise the UDO and provide it at a later date. Each chapter of the UDO was discussed, and Council members shared their thoughts and concerns about each:

**Chapter 2: Definitions (Unit Name)**

All Aldermen expressed they recommend keeping the definition "unit name" as "family".

**Chapter 4: Use Standards (ADU)**

Alderman Koch wanted examples of each for accessory dwelling units, attached and detached accessory dwelling units in which Krysti provided examples. City Administrator stated there are a few examples of these. Alderman Soling stated there is detached example on Somonauk Street. A unit with an in-law suite would be considered an attached dwelling unit if it has its own separate kitchen, bathroom, and entrance. Mayor Purcell brought up concerns that if this gets approved, any single-family property can become a duplex property. Community Development Director Barksdale-Noble explained that duplexes would have their own driveway, separate entrance, separate utility hookup and addresses. Alderman Funkhouser explained that the UDO recommended this to be outright permitted, and he stands by outright permitted or take it as attached permitted and detached requiring special use. Alderman Plocher, Alderman Koch, and Alderman Soling all feel everything should be special use. Alderman Transier feels if outright permitted like the committee recommended, then the addition of owner-occupied makes the most sense. He further stated to strictly prohibit them as they now need to change and should be available to people who would be able to make use of them. Community Development Director Barksdale-Noble stated there has been complaints about homes being divided into two different living units and nothing on the face of it shows the homes are two different living units. If you enter the unit, there is an upstairs door and a downstairs door. Her question is if it is owner occupied, does the owner have to be related to the person utilizing it or does the owner have to be living in the primary home on the lot, and then rent or lease out to someone living on the accessory structure? City Administrator Olson stated he read it as the latter. Alderman Funkhouser stated the owner-occupied criteria may cause some issues, but owner-occupied criteria should be either living in a primary space or other space. Alderman Soling wants all uses special use. Alderman Plocher agrees with Alderman Soling. Alderman Marek agrees with Alderman Transier. Alderman Soling asked if being rented out, can language be added to show proof of insurance instead of just homeowner's insurance. Community Director stated it could be incorporated as part of the building permit. Two proposals will be drafted, and this chapter can be rediscussed at a later date.

**Chapter 5: Development Standards (Parking)**

Community Development Director Barksdale-Noble stated that right now, two spaces per dwelling unit is required. Per the ordinance and how it is interpreted, the garage counts as off-street parking. Alderman Funkhouser stated Planning and Zoning Commission recommendation is 2.25 parking spaces per townhome. Community Development Director Barksdale-Noble stated less off-street parking allows for more flexibility. Mayor Purcell feels parking should be left the

same as it is. Alderman Transier stated in Fox Highlands Subdivision, there are townhouses, and, in the middle, there is a parking island and that is how they got around having more parking. Alderman Transier has no objections to one car garage, but he will go with the Planning and Zoning Commission recommendations.

**Chapter 6: Signs (Yard Signs)**

Aldermen Corneils, Funkhouser Koch, Marek, Plocher, Soling, and Transier do not want to regulate yard signs. Alderman Seaver deferred to giving an opinion.

**Chapter 7: Subdivision Standards (Connectivity Index)**

Community Development Director Barksdale-Noble stated right now there are no requirements for connectivity through developments. Alderman Funkhouser feels that more intersections will be more issues. This section of Chapter 7 will be revisited.

**Chapter 7: Subdivision Standards (Cluster Development)**

Alderman Plocher does not want cluster development and should be special use, not outright permitted. Mayor Purcell is not in favor of higher/bonus density and is fine with it being special use. Aldermen Corneils, Koch, Marek, Soling, and Tarulis are in favor of special use. Alderman Transier did not voice an opinion. Alderman Funkhouser supports outright permitted.

Community Development Director Barksdale-Noble also discussed regulating murals and how much of an area it would be allowed to cover a commercial building. The direction at the July 20<sup>th</sup> UDO meeting was that a mural can cover 70 percent of a non-primary façade. As of now, it is not restricted.

**City Buildings Update**

(CC 2021-04)

No Update.

**Water Study Update**

(CC 2021-38)

No Update.

**ADDITIONAL BUSINESS**

None.

**CITIZEN COMMENTS**

Mark Foster stated Shaw Media has assigned David Petesch to cover the United City of Yorkville. David has a lot of experience covering municipal government and has covered the Village of Oswego and the City of St. Charles.

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

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

Motion unanimously approved by a viva voce vote.

Meeting adjourned at 8:29 p.m.

Minutes submitted by:



Monica Cisija,  
Deputy Clerk, City of Yorkville, Illinois

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# United City of Yorkville

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Audit Overview – Fiscal Year 2023

City Council

October 24, 2023

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# Another award

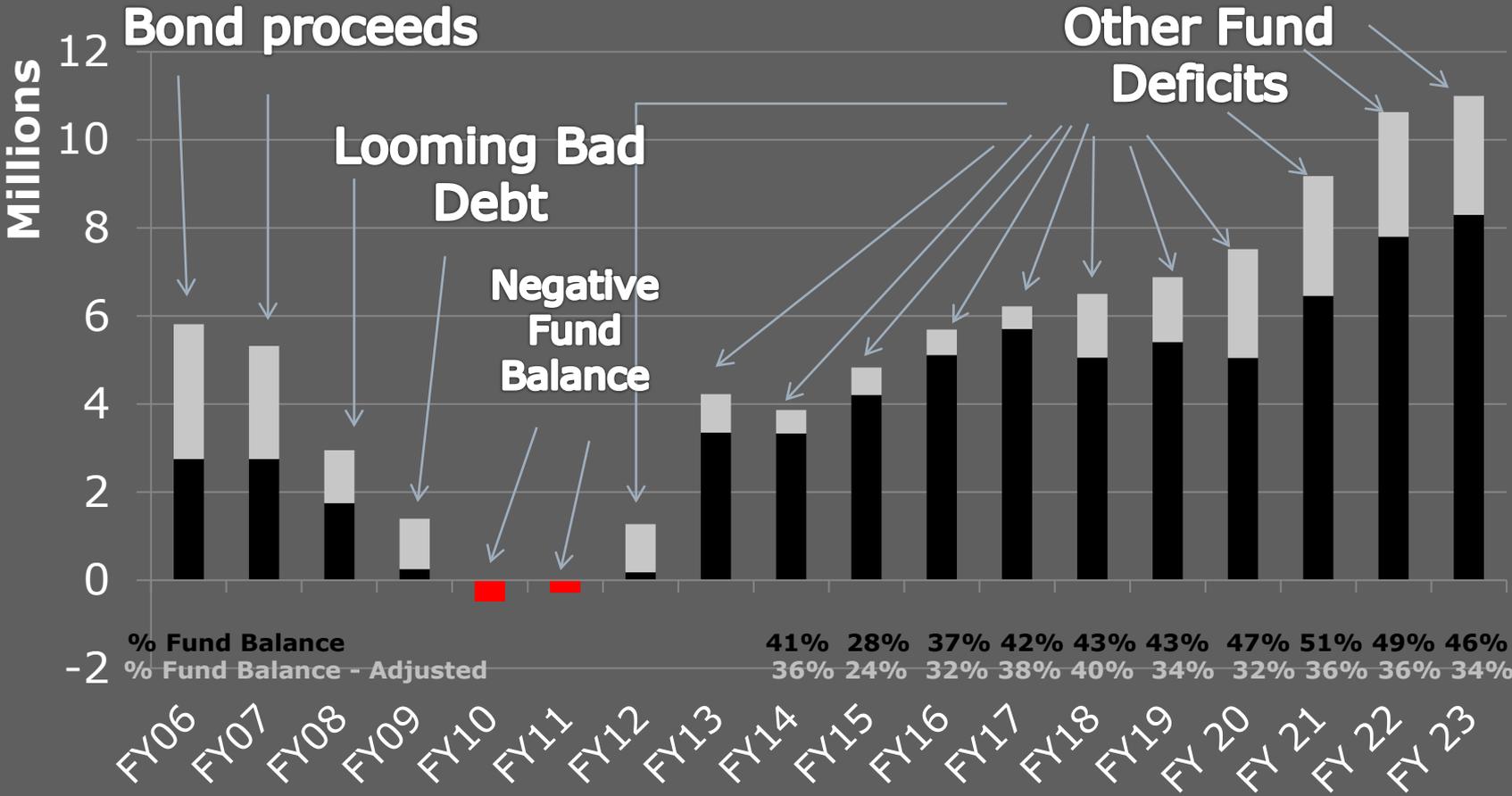
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12<sup>th</sup> time

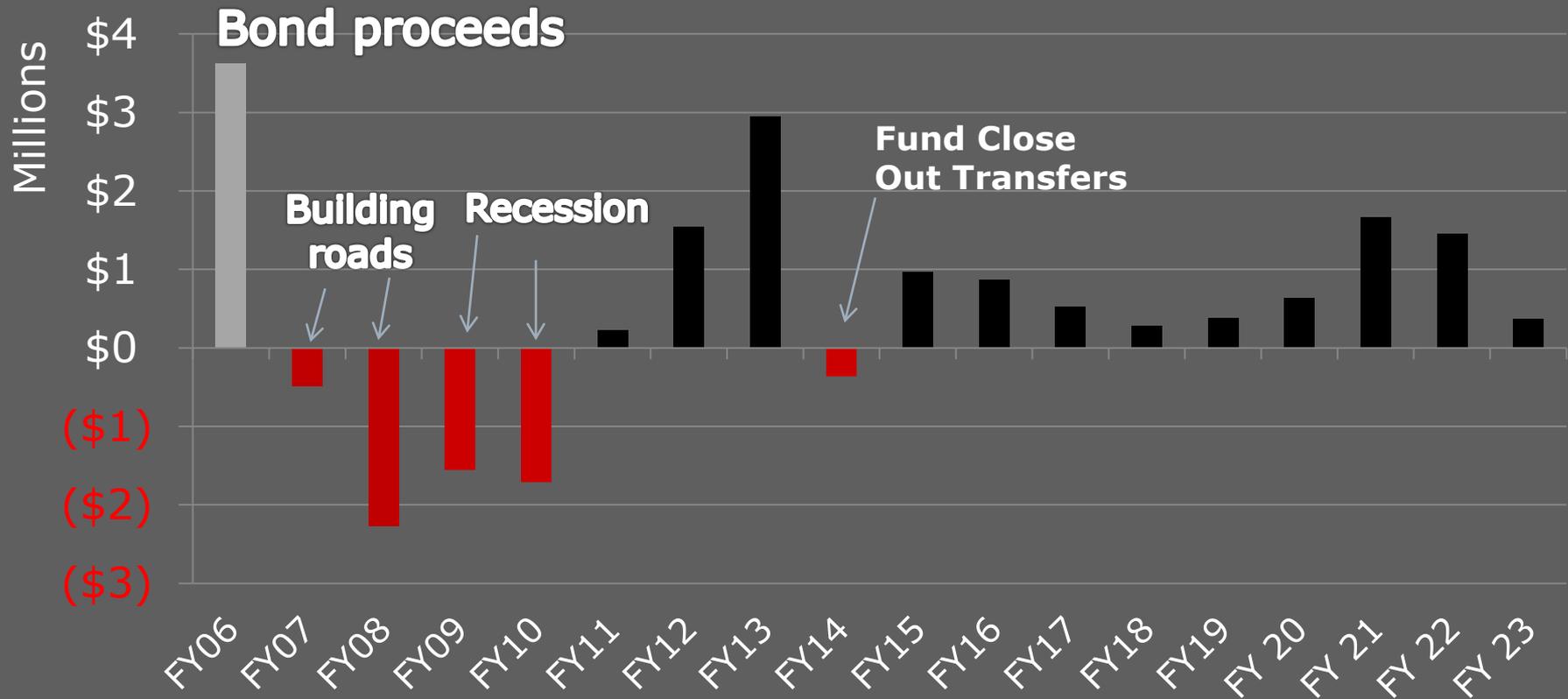
Certificate of Achievement for  
Excellence in Financial Reporting Award  
by the Government Finance Officers Association  
of the US and Canada in FY 22

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# General Fund Fund Balance History



# General Fund Budget Surplus(Deficit)



# Revenue performance

Page 113-114 of paper copy (page 120-121 of pdf copy)

<b>Revenue Line-Item</b>	<b>Budgeted Amount</b>	<b>Actual Amount</b>
Property Tax	\$3,544,194	\$3,552,451
Sales Tax (local)	\$4,553,445	\$4,618,030
Sales Tax (non-home rule)	\$3,543,838	\$3,756,857
Utility Tax	\$1,000,000	\$1,295,956
Income Tax	\$2,848,816	\$3,355,846
Use Tax	\$807,488	\$882,974
Building Permits	\$500,000	\$736,146
Video Gaming Tax	\$230,000	\$302,526
Excise (i.e., Telecom) Tax	\$183,090	\$201,150
Investment Earnings	\$7,500	\$278,853

# Controlling costs

Pages 116-121 of paper copy (pages 123-128 of pdf copy) - General Fund  
Page 123 (130 pdf) - Library / Pages 126-127 (133-134 pdf) - Parks & Rec  
Page 154 (161 pdf) for Sewer / Page 155 (162 pdf) for Water

<b>Department</b>	<b>Budgeted Expenses</b>	<b>Actual Expenses</b>
Administration	\$892,366	\$848,594
Finance	\$599,027	\$568,380
Police	\$6,435,737	\$6,177,039
Community Development	\$1,380,747	\$1,312,006
PW - Streets & Sanitation	\$3,322,350	\$3,333,022
Admin Services	\$4,090,104	\$4,031,206
Library Operations	\$1,057,356	\$1,014,370
Parks	\$1,539,676	\$1,531,380
Recreation	\$1,678,796	\$1,446,763
Sewer Operations	\$5,922,396	\$5,169,794
Water Operations	\$7,693,103	\$5,948,207

# General Fund Performance

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	<b>Budgeted</b>	<b>Actual</b>	<b>Variance</b>
Revenues	22,339,736	24,529,617	2,189,881
Expenditures	(16,720,331)	(16,270,247)	(450,084)
Net Transfers	(5,759,405)	(7,889,863)	2,130,458
Surplus(Deficit)	(140,000)	369,507	509,507

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# Items of Note

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- Fund balance categories and amounts
    - Paper pages 76-77 (pdf pages 83-84)
  
  - Pensions and OPEB(notes & add'l info)
    - Paper page 81-107 (pdf pages 88-114)
-

# Illinois Municipal Retirement Fund (IMRF) –pages 97/100-101(pdf 104/107-108)

- ❑ Total Pension Liability
  - Increased by \$1.4M
  - From \$16.8M to \$18.3M
- ❑ Net Position
  - Decreased by \$1.9M
  - From \$18.7M to \$16.8M

- ❑ Percent Funded
  - Dec 2018: 84.59%
  - Dec 2019: 92.82%
  - Dec 2020: 101.96%
  - Dec 2021: 111.05%
  - Dec 2022: 92.06%

Fiscal Year	Actuarial Determined Contribution	Actual Contribution	Excess (Deficit)	Covered Payroll	Contribution as % of Covered Payroll
2017	308,134	308,134	-	2,898,722	10.63%
2018	344,487	344,487	-	3,217,682	10.71%
2019	350,666	350,666	-	3,506,685	10.00%
2020	365,540	365,540	-	3,665,848	9.97%
2021	440,315	440,315	-	4,060,573	10.84%
2022	428,230	428,230	-	4,128,183	10.37%
2022	371,172	371,172	-	4,659,881	7.97%

# Police Pension Fund

## pages 98/102-103 (pdf 105/109-110)

- ❑ Total Pension Liability
  - Increased by \$0.8M
  - From \$27.0M to \$27.9M
- ❑ Net Position
  - Increased by \$0.5M
  - From \$14.5M to \$15.0M

- ❑ Percent Funded
  - Apr 2018: 45.55%
  - Apr 2019: 47.07%
  - Apr 2020: 46.17%
  - Apr 2021: 58.24%
  - Apr 2022: 53.56%
  - Apr 2023: 53.85%

Fiscal Year	Actuarial Determined Contribution	Actual Contribution	Excess (Deficit)	Covered Payroll	Contribution as % of Covered Payroll
2016	722,940	722,940	-	2,294,948	31.50%
2017	825,413	825,413	-	2,320,642	35.57%
2018	966,211	966,211	-	2,543,266	37.99%
2019	963,361	963,361	-	2,449,210	39.33%
2020	1,111,484	1,111,484	-	2,631,165	42.24%
2021	1,226,371	1,230,604	4,233	2,744,017	44.85%
2022	1,334,771	1,334,771	-	2,694,486	49.54%
2023	1,320,595	1,334,771	14,176	3,016,544	44.25%

# Items of note

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- Long term debt summary on paper pages 67-74 (pdf pages 74-81)
    - Debt service schedules on paper pages 157-166 (pdf pages 164-173)
  
  - Developer commitment narratives start on paper page 78 (pdf page 85)
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# Other items of note

## Statistical Section

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- Pages 170 -208 (pdf pages 177-215)
  
  - Historical Trends covering:
    - City financial trends
    - Revenue & debt capacity
    - Demographic & economic information
    - Operating information
-

# Other items of note

## Statistical Section

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- Paper pages 202-203 (pdf pages 209-210)  
employee counts
    - 93 full-time employees in 2023
    - 97 full-time employees in 2008
    - 92 full-time employees in 2007
  
  - Paper pages 204-208 (pdf pages 211-215)  
miscellaneous service data
    - Traffic violations
    - Permits issued
    - Streets resurfaced, in miles
    - Street inventory
    - New housing starts per year
-

# Management Letter

## Recommendations

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- ❑ Funds with deficit equity (prior year)
    - Countryside & Downtown TIF
      - ❑ Over time development in the TIF Districts should yield sufficient surpluses to eliminate negative equity position.
      - ❑ Downtown TIF II finished FY 23 with a fund balance of +\$87,577
  
  - ❑ Implementation of GASB 87 (prior year)
    - ❑ Accounting for Leases – effective April 30, 2023  
- COMPLETED
-

# Management Letter

## Recommendations (continued)

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- ❑ Implementation of GASB 94 (new)
    - ❑ Private-Public & Public-Public Partnerships & Availability Payment Arrangements
    - ❑ Effective April 30, 2024
  
  - ❑ Implementation of GASB 96 (new)
    - ❑ Subscription-Based Information Technology Arrangements
    - ❑ Effective April 30, 2024
-

# Management Letter

## Recommendations (continued)

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- Implementation of GASB 100 (new)
    - Accounting Changes and Corrections
    - Effective April 30, 2025
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# Upcoming

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- ❑ 2023 Tax Levy discussion
    - Tax levy estimate approval
      - ❑ October 10<sup>th</sup> City Council meeting
    - Public Hearing
      - ❑ November 14<sup>th</sup> City Council meeting
    - Discussion and potential vote
      - ❑ November 28<sup>th</sup> or December 12<sup>th</sup>
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# Upcoming

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- ❑ FY 25 Budget rollout
    - Oct 23-Jan 24 staff planning discussions
    - Feb 24 budget finalized
    - Feb 24 City Council presentation
    - March 12<sup>th</sup> public hearing
    - Discussion and potential vote
      - ❑ March 26, 2024 City Council or
      - ❑ April 9, 2024 City Council or
      - ❑ April 23, 2024 City Council
-