

**UNITED CITY OF YORKVILLE
ADMINISTRATION COMMITTEE MEETING
Wednesday, October 15, 2025 6:00pm
East Conference Room, #337
651 Prairie Pointe Drive, Yorkville, IL**

Committee Members In Attendance:

Chairman Rusty Corneils, via Zoom Alderman Chris Funkhouser, via Zoom
Alderman Ken Koch Alderman Matt Marek

Other City Officials In Attendance:

City Administrator Bart Olson
Assistant City Administrator Erin Willrett
Finance Director Rob Fredrickson
Director of Community Development Krysti Barksdale

Others in Attendance:

Arnold Schramel, Progressive Energy Group

The meeting was called to order at 6:00pm by Chairman Rusty Corneils. It was noted there was no quorum with only 2 Aldermen present in the meeting room.

Citizen Comments: None

New Business: (out of sequence)

7. ADM 2025-41 Resolution Approving an Agreement with Clariti Cloud USA, Inc.

Ms. Noble said staff has been working on a solution to track work digitally with the goal of becoming paperless. In the last 2 years, they have looked at 6-7 programs to accomplish this goal and have chosen Clariti as a solution. Costs were found to be between \$35,000 to \$50,000 with Clariti coming in at \$45,000 for the first year and \$26,000 annually with a 3-year contract. Staff said it is user-friendly for staff and residents, and also found positive feedback from other communities who use the system. Clariti's parent company also does ERP systems and this is a scaled down platform for cities the size of Yorkville. It would take 8-12 months to put the system in place and Clariti would do staff training and create forms. She recommended moving forward with Clariti and noted a super majority would be needed since it was not bid. Mr. Olson noted money was in the budget for an ERP system which was not purchased. Clariti would lessen the need for ERP for Community Development, however, it would still be needed for utility billing and finance. No budget amendment will be required.

Chairman Corneils asked if there was any concern for transition time. Ms. Noble said Clariti will integrate with GIS, MSI will still be the finance product and Clariti will interface with MSI. Ms. Noble said the paper process would be in place until Clariti is fully established and she had no concerns for the transition. Staff members have also tried this program and liked it. The program will take care of all apps for Community Development and more. It is web based and involves a portal. Inspectors can use it with a tablet which the city already has and with smart phones. This will move to the Mayor's report.

11. ADM 2025-45 Resolution Approving Community Solar Participation (out of sequence)
 Arnold Schramel of Progressive Energy Group gave the presentation. Mr. Olson noted that the city is looking for authorization for himself to enter into a solar community participation agreement, but a solar farm must be found in which to enroll. The 30% tax credits will be eliminated in 2027 and Mr. Schramel said there is a push to get fields developed before then. Mr. Schramel explained how the program works and used his personal bill to demonstrate how he receives credits from Com Ed to reduce his bill. His company does not recommend this program for everyone if they cannot place solar panels on their roof. He said the city could save about \$50,000 per year. Mr. Olson noted this participation is only for city accounts. Mr. Schramel said residents can sign up, but they must do so individually. Alderman Marek asked if data centers would join this program, which they will not. Mr. Schramel discussed briefly the home use application and the savings.

(return to regular agenda order)

Minutes for Correction/Approval: August 20, 2025

Due to no quorum, the minutes will be brought back to the next Administration Committee meeting.

1. ADM 2025-35 Budget Reports for August and September 2025

Mr. Olson reported that sales tax continues to reflect a double digit increase, up 20% year over year. October was about \$535,000, up 24% year over year. On-line use tax decreased because it was reclassified by the state at the start of 2025, but the city is gaining in other areas.

2. ADM 2025-36 Treasurer's Reports for August and September 2025

Mr. Fredrickson reported the following figures:

	<u>August</u>	<u>September</u>
Beg. Fund Balance:	\$70,261,801	\$70,261,801
YTD Revenues:	\$22,681,576	\$29,436,455
YTD Expenses	\$23,349,873	\$36,536,372
Proj. Ending Fund Balance:	\$69,593,504	\$63,161,885

These will move forward to the Mayor's report.

3. ADM 2025-37 Cash Statements for May – August 2025

Cash balances are reflected on the first page and investment balances are on the second. These statements are informational.

4. ADM 2025-38 Review of Invoices Between \$5,000 and \$25,000

- a. August 26, 2025 Bill List
- b. September 9, 2025 Bill List
- c. September 23, 2025 Bill List
- d. October 14, 2025 Bill List

These are invoices already approved and paid.

5. ADM 2025-39 Website Reports for August and September 2025

Ms. Willrett said this was the peak for website visits and social media for Hometown Days. The website visits will increase again in January when more events begin.

6. ADM 2025-40 Annual Treasurer's Report

Mr. Fredrickson said the report includes a summary, fund balance, revenues, expenses, transfers and ending fund balance. Payroll and vendors are also shown. There will also be a link to the Annual Comprehensive Financial Report which will be out in a couple weeks. This report will be presented at the October 28 City Council meeting and later published as required by law.

8. ADM 2025-42 Project Cost Summary Report Update – Lake Michigan Water Sourcing Project and Public Works & Parks Department Facility (September and October 2025)

The summary was presented by Mr. Olson who said the cost figures represent the latest scenario and the next bid packages will be on October 31. There is construction contingency, owners' contingency of \$34,000 which will be reviewed at the next Council meeting and a Risk Reserve contingency for tariffs. An updated report will be forwarded prior to the Council meeting.

9 ADM 2025-43 Ordinance Authorizing the Third Amendment to the Annual Budget of the United City of Yorkville, for the Fiscal Year Commencing on May 1, 2025 and Ending on April 30, 2026 (Special Census)

Mr. Fredrickson said this is a carryover from the last fiscal year. A special census had been approved, it was paid for and then later deferred after the new federal Administration took office and the workforce was furloughed. It is being reallocated to FY 2026, however, now the government is on shutdown again and the census has been postponed. Alderman Marek asked if the city is locked into the price—it is since the fee was pre-paid.

10. ADM 2025-44 Fiscal Year End 2025 Unaudited Budget Report

Mr. Olson said this was a good year and there was \$2 million dollar surplus in the capital fund, with a million of that being set aside. All departments were under budget and the full report will be presented in 2 weeks.

12. ADM 2025-46 Meeting Schedule for 2026

No holiday conflicts were noted and the committee agreed to the schedule.

13. ADM 2025-47 Request for Proposals – Employee Benefits Consulting Service

The city last went out for RFP's for health brokerage services 10 years ago and staff will do an RFP again this year to secure the best benefits possible and to manage costs. The current broker will be invited to submit a proposal as well. This is informational at this time, said Mr. Olson, and a recommendation will be brought to a future meeting.

Old Business: None

Additional Business: None

There was no further business and the meeting adjourned at 6:41pm.

Respectfully transcribed by Marlys Young, Minute Taker