

UNITED CITY OF YORKVILLE
ADMINISTRATION COMMITTEE MEETING
Wednesday, May 18, 2016 6:00pm
City Hall Conference Room

Committee Members In Attendance:

Chairman Jackie Milschewski Alderman Joel Frieders
Alderman Seaver Tarulis
Absent: Alderman Diane Teeling

Other City Officials In Attendance:

City Administrator Bart Olson Alderman Chris Funkhouser
Finance Director Rob Fredrickson Administrative Intern Nicole Kathman

Guests: None

The meeting was called to order at 6:00pm by Chairman Jackie Milschewski.

Citizen Comments: None

Minutes for Correction/Approval: April 20, 2016

The minutes were approved as presented.

New Business:

1. ADM 2016-29 Monthly Budget Report for April 2016

Mr. Olson said the report includes all 12 months, but additional bills will be received and final numbers are expected by the end of July. The auditors will be coming the first part of August. Alderman Frieders questioned that the budget was set at \$14.2 million but, came in at \$14.5 million. Some revenue will be journaled back to the appropriate month. Mr. Frieders also questioned some charges in the check register for meeting minutes (some being small) and also annual fees. Mr. Fredrickson commented that he has a list of recurring charges and includes comments in the spreadsheet cells. No further discussion.

2. ADM 2016-30 Monthly Treasurer's Report for April 2016

Mr. Fredrickson reported the following:

\$14,258,052	Projected Beginning Fund Balance
\$33,158,894	YTD Revenues
\$28,947,461	YTD Expenses
\$18,469,484	Projected Ending Fund Balance

No further action.

3. ADM 2016-31 Cash Statement for March 2016

This is information only, no further action was taken.

4. ADM 2016-32 Bills for Payment

This report is for information and moves forward to the Council agenda.

5. ADM 2016-33 Monthly Website Report for April 2016

Ms. Kathman said there were several inquiries for the e-recycle program and many downloads related to housing permits. No further action.

6. ADM 2016-34 EEI Hourly Rates for FY 17

This is an update to the hourly rates for the EEI contract. The increases varied, however, Alderman Funkhouser commented that the average increase is about 3%. This moves forward to the Council consent agenda for approval.

7. ADM 2016-35 Required Reporting to Municipality by Yorkville Pension Board

Mr. Fredrickson said this is an annual report and summarizes the actuarial evaluation. Reports are done by an actuary hired by the City and also by the Department of Insurance and described in a memo he wrote. Both results show the pension funding is at 41%. No action is required and the report is for information. Updated numbers will be available this fall for the tax levy discussion. Alderman Frieders requested more basic explanations for future reports and Mr. Olson will prepare a Power Point report with this information. This moves forward to the City Council for information.

Old Business:

1. ADM 2014-89 Aurora Area Convention and Visitors Bureau (AACVB) Agreement

Proposals were received, including one from SMG which provided figures for separate and for joint studies for Oswego and Yorkville. Mr. Olson would like to move forward with a study by SMG and report back to the committee next month. Heritage Corridor has also provided the framework for an agreement. Yorkville would have buying power with them and also be able to use their creative department. Alderman Funkhouser and Mr. Olson have spoken with Aurora officials and an offer is expected from them as well.

With these three options, Mr. Olson said a decision could be reached before the October deadline.

Additional Business: None

There was no further business and the meeting adjourned at 6:18pm.

Respectfully transcribed by
Marlys Young, Minute Taker