

**UNITED CITY OF YORKVILLE
ADMINISTRATION COMMITTEE MEETING
Wednesday, October 19, 2016 6:00pm
City Hall Conference Room, Yorkville, IL**

Committee Members In Attendance:

Chairman Jackie Milschewski Alderman Seaver Tarulis
Alderman Joel Frieders

Absent: Alderman Diane Teeling

Other City Officials In Attendance:

City Administrator Bart Olson Interim Assistant City Administrator Erin Willrett
Finance Director Rob Fredrickson Alderman Ken Koch
Alderman Chris Funkhouser Administrative Intern Nicole Kathman
(arr. 6:10pm)

Guests:

Cort Carlson, AACVB Anthony Adams, Hampton Inn, Yorkville
Bill Donnell, AACVB Brad Donati, Raging Waves, Yorkville

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

Citizen Comments: None

Minutes for Correction/Approval: September 21, 2016

The minutes were approved as presented.

New Business:

1. ADM 2016-64 Monthly Budget Report for September 2016

No discussion or comments.

2. ADM 2016-65 Monthly Treasurer's Report for September 2016

Mr. Fredrickson presented the report:

\$17,243,885 Beginning Fund Balance
\$14,628,579 YTD Revenues
\$12,045,865 YTD Expenses
\$19,826,600 Projected Ending Fund Balance

3. ADM 2016-66 Cash Statement for August 2016

For information. Mr. Fredrickson said he expects an update on IMET at the end of the month since the recent hearing was postponed.

4. ADM 2016-67 Bills for Payment

No discussion.

5. ADM 2016-68 Monthly Website Report for September 2016

No discussion.

6. ADM 2016-69 Tax Levy Estimate

Mr. Olson presented this information and said certifying the tax levy figure is the first step. One discussion will include whether or not the library will be calculated in the property tax cap or if the limiting rate should be applied to the library. He said the library has voted on their levy and requested a .15% tax levy.

He said there are two options. Option A would be to include the library with the City. First, he said the City could raise their levy by one-half of a percentage point which would result in an extra \$20,000. Or a 1% decrease could be recommended. However, he said the Mayor suggests no increase or decrease. Due to the passage of the non-home rule sales tax referendum in 2012, property tax was decreased and did so more quickly than originally communicated.

In Option B he said the Library would be calculated separately. If the limiting rate was applied, the library would receive an additional \$13,000.

In summary, he recommended the library operations would be \$692,000 (maximum levy) for Public Hearing purposes and that figure can be reduced.

Other questions addressed were about the corporate levy which is money for general use. Regarding police pensions, Mr. Olson said he believes that in 2016 the pension contribution will be higher than the amount being collected for general police protection from property taxes.

Mr. Olson requested endorsement of the 2016 recommended levy amounts. A Public Hearing will be held at a later date. The committee also recommended Option A for the library.

Old Business: (out of sequence)

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

Mr. Cort Carlson gave a Powerpoint presentation for an AACVB pilot program. The 1-year program would be offered to Yorkville, Sandwich and North Aurora in 2017. He described the components of the pilot program which would include individual marketing services to the towns, provide results regarding marketing/ad programs and a final report to the City when the program concludes. He also gave a recap of the last FY and said group sales placed an emphasis on sports events. Mr. Carlson said group sales are

trackable and he detailed some of the statistics now available to the AACVB. Statistics about the Visitor's Guide, website, digital content and others were also presented.

Alderman Frieders said there is a need to promote the City's hotels and activities. He said Facebook posts have also been beneficial.

Mr. Adams and Mr. Donati both said they support the AACVB. The committee recommended that the AACVB be invited to the full Council for all Aldermen to hear the presentation and discuss.

New Business cont.

7. ADM 2016-70 Ordinance Establishing Prohibitions of Tampering or Theft from the City's Waterworks System

Mr. Fredrickson said this ordinance will allow flexibility when turning off residential water service for non-payment and will allow for adjudication. This moves to the consent agenda.

8. ADM 2016-71 Ordinance Increasing the Fee for Referral of Delinquent Accounts to a Collection Agency

Staff has recommended MCSI as a collection agency for delinquent utility payments. The collection referral rate needs to be raised from 25% to 35% to cover costs. Mr. Olson added that the current agency was suing residents without City knowledge. This will move to the consent agenda.

9. ADM 2016-72 First Amendment to Intergovernmental Agreement between Yorkville and Fox Metro

This amendment will allow the City to charge \$.50 per meter read for Fox Metro in Grande Reserve and would begin with the new FY. This moves to the consent agenda.

Additional Business: None

There was no further business and the meeting adjourned at 6:53pm.

Respectfully transcribed by
Marlys Young, Minute Taker